

## REVISED AGENDA

**Regular Meeting of the Board of Directors**  
**Thursday, December 18, 2014, 6:00 pm**

**NOTE:** Times listed for Agenda items are *estimates only*. Actual times may vary substantially dependent on circumstances. It is suggested that Members having an interest in a specific Agenda Item be in attendance from the start of the meeting.

### I. Procedural Items

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| A. 6:00 pm | **Call to Order & Opening Remarks**  
*Ken Knueven, President* | Discussion |
| B. 6:05 pm | **Consent Calendar**  
*Ken Knueven, President* |
|   1. Adoption of Regular Meeting Agenda |
|   2. Approval of Board Minutes – November 20, 2014 Regular Board Meeting |
|   3. Legal Committee Report |
|   4. Committee Appointments |
|   5. Board Advisory Committee Resolution Updates |
|   6. Testimony to Fairfax County Planning Commission on Effect of New RA Land Use Review Process – A Case Study: Lake Anne Redevelopment Project |
|   7. 2014 Capital Carry Forward Projects |
|   8. Community Engagement Advisory Committee 2015 Work Plan |
|   9. Pedestrian & Bicycling Advisory Committee 2015 Work Plan |
| 10. Environmental Advisory Committee 2015 Work Plan |
| 11. Corrective Amendment to Deed |
| C. 6:10 pm | **CEO/Management Report**  
*Cate L. Fulkerson, Chief Executive Officer* | Informational |
| D. 6:20 pm | **Recreation Services Strategic Plan**  
*Laura Kowalski, Deputy Director of Recreation Services* | Informational |
| E. 6:35 pm | **Pony Barn Working Group – Project Update**  
*Renette Oklewicz & Bob Wolf, Pony Barn Working Group Representatives* | Discussion |
| F. 6:50 pm | **Member & Board Comments**  
*Ken Knueven, President* | Discussion |

### II. Presentations, Discussion & Action Items

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| G. 7:15 pm | **Cost Estimate to Complete Design Review Application for Bocce Court**  
*Ken Knueven, President* | Action |
| H. 7:30 pm | **2014 Capital Carry Forward Projects (Moved from Consent Calendar)**  
*David Harris, Chief Financial Officer  
Larry Butler, Senior Director of Parks, Recreation & Community Resources* | Action |
| I. 7:45 pm | **Reston Association - Multi-modal Transportation Plan/Activities**  
*Ken Knueven, President* | Action |
| J. 8:30 pm | **Executive Session to Discuss Contractual Matters with Legal Counsel**  
*Ken Knueven, President* | Action |

### III. Close of Meeting

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| K. 8:50 pm | **Adjourn**  
*Ken Knueven, President* | Action |
Item A

Call to Order & Opening Remarks
Item B

Consent Calendar

Ken Knueven, President

1. Adoption of Regular Meeting Agenda
2. Approval of Board Minutes – November 20, 2014 Regular Board Meeting
3. Legal Committee Report
4. Committee Appointments
5. Board Advisory Committee Resolution Updates
6. Testimony to Fairfax County Planning Commission on Effect of New RA Land Use Review Process – A Case Study: Lake Anne Redevelopment Project
7. 2014 Capital Carry Forward Projects
8. Community Engagement Advisory Committee 2015 Work Plan
9. Pedestrian & Bicycling Advisory Committee 2015 Work Plan
10. Environmental Advisory Committee 2015 Work Plan
11. Corrective Amendment to Deed
AGENDA ITEM SUMMARY
December 18, 2014

ITEM B: Consent Calendar
PRESENTER: Ken Knueven, President

Board Motion: Move to adopt the Consent Calendar as written, including the following items:
1. Adoption of Regular Meeting Agenda
2. Approval of Board Minutes – November 20, 2014 Regular Board Meeting
3. Legal Committee Report
4. Committee Appointments
5. Board Advisory Committee Resolution Updates
6. Testimony to Fairfax County Planning Commission on Effect of New RA Land Use Review Process – A Case Study: Lake Anne Redevelopment Project
7. 2014 Capital Carry Forward Projects
8. Community Engagement Advisory Committee 2015 Work Plan
9. Pedestrian & Bicycling Advisory Committee 2015 Work Plan
10. Environmental Advisory Committee 2015 Work Plan
11. Corrective Amendment to Deed

BACKGROUND
In an effort to more efficiently and effectively address the routine and/or non-controversial issues brought before the Board on a monthly basis, the Association employs the use of a Consent Calendar.

As per Robert’s Rules of Order, the items on the Consent Calendar are to be taken up in order, unless objected to, in which case they are restored to the ordinary process by which they are placed in line for consideration on the Regular Agenda. The Board also has the option of considering matters on the Consent Calendar in gross, without debate or amendment.

The Consent Calendar for the December 18, 2014 meeting of the Board of Directors includes the following motions, with full Item Summaries attached:
1. Move to adopt the December 18, 2014 Regular Board Meeting Agenda.
2. Move to approve the minutes of the November 20, 2014 Regular Meeting of the Board of Directors.
3. Move to approve the report of the Legal Committee and authorize action to be taken on the cases reviewed during its meeting of December 3, 2014.
4. Move to approve the:
   – Nomination of Carol Ann Bradley as a member of the Southgate Community Center Advisory Council for a term of three years, ending January 2018;
   – Appointment of Aaron Diamond as a member of the Parks & Recreation Advisory Committee for a term of three years, ending December 2017;
   – Appointment of James Cardona as a member of the Pedestrian & Bicycling Advisory Committee for a term of three years, ending December 2017; and
   – Appointment of Tyrone Gillum as a member of the Parks & Recreation Advisory Committee for a term of three years, ending December 2017.
5. Move to approve the proposed amendments to Committees Resolution 5; Board Advisory Committees, eliminating the Tennis Advisory Committee.

6. Move to approve staff’s proposed testimony before the Fairfax County Planning Commission regarding the Association’s new Land Use Review Process as related to the Lake Anne Development Partners - Crescent Apartments/Lake Anne Center Redevelopment project.


10. Move to approve the 2014-2015 work plan of the Environmental Advisory Committee.

11. Move to approve the preparation, execution, and recording of a Corrective Amendment to the Reston Deed, Article VI, Section VI.4 (b), to correct an inconsistency in the method by which Notice is provided to affected Owners and to provide that Notice pursuant to that section is to be provided, not by publication, but by written Notice delivered or mailed to the last known address of the Member, consistent with Article I, Section I.1 (bb) 2; and to authorize the President of the Association to execute the Corrective Amendment, once prepared, pursuant to Article VIII, Section VIII.2 (f) of the Reston Deed and Section 55-515.2. F. of the Virginia Property Owners Association Act.
Consent Calendar Item 1

Adoption of Regular Meeting Agenda
Ken Knueven, President
Consent Calendar Item 2

Approval of Board Minutes – November 20, 2014 Regular Board Meeting
Ken Knueven, President
I. PROCEDURAL ITEMS

A. Call to Order & Opening Remarks

President Knueven called the meeting to order at 6:06 pm and established a quorum of the Board of Directors present including: President Knueven, Vice President Graves, Secretary Sanio, Directors Thomas, Thompson, Chew, LaRosa and Shannon.

President Knueven gave the following opening remarks:

In August 2012 this Board took the position that the Reston National Golf Course (RNGC) represents a significant recreational, environmental and open space resource for the Reston community. It is the intent of RA to continue to advocate its position that this property should remain a golf course and open space as defined by Fairfax County. It is still the position of the RA Board that the unplanned redevelopment of this property as anything other than a golf course and open space would have a significant adverse impact on RA Members and on RA itself; and, thus, RA intends to oppose such redevelopment.

The Reston Association Board has gone on record as stating that unplanned redevelopment in Reston can have significant adverse and harmful impacts on the Reston Association and its members. The Reston Association Board has concluded that any unplanned redevelopment of the Reston National Golf Course property would harm the Reston Association, and have an adverse impact on the Association's real property, mission, programs, financial status and maintenance obligations. The Board has heard, overwhelmingly, from Reston Association members, that redevelopment of the golf course to other than open space and recreational uses would have significant detrimental consequences on its members and on the Reston lifestyle.

In 2012, the owners of the RNGC sought a determination from the Fairfax County Department of Planning and Zoning as to whether the golf course property could be used for purposes other than a golf course or other open space, without replanning and zoning approvals being necessary. Fairfax County responded to RNGC indicating, among other things, that In summary, it is clear based on the previous approvals that redevelopment of the property from a golf course to residential uses would first require an amendment
to the Reston Master Plan which is part of the Fairfax County Comprehensive Plan, as well as subsequently obtaining both a Development Plan Amendment approval and PRC Plan approval from the Board of Supervisors.

RNGC owners submitted an appeal of the Zoning Administrator’s decision and it certainly appears that RNGC is, at a minimum, investigating future options with respect to redevelopment of its property, including residential development. Information related to the appeal can be found at: www.fairfaxcounty.gov/dpz/bza/appeals/appealstaffreports.

We want to make you aware that the Fairfax County Board of Zoning Appeals (BZA) will hold a public hearing on the RNGC appeal on Wednesday, January 21 at 9:00 am. Representatives from the Reston Association will attend that hearing and submit testimony regarding any change in use and/or redevelopment of that property.

Members can and are encouraged to participate in the hearing process to have their voices heard. The BZA holds its meetings in the Board Auditorium of the County Government Center located at 12000 Government Center Parkway. Agendas for BZA meetings are posted on their webpage approximately 20 days prior to hearing dates and are not subsequently updated until after the meeting has taken place. You can contact the clerk's offices at 703-324-1280 to verify whether any changes have occurred after the posting. For your convenience, a link to the BZA website is below. Written comment may also be submitted to the Clerk in advance of the hearing.

BZA Link: http://www.fairfaxcounty.gov/bacs/BoardDetails.aspx?BoardID=23105

B. Adoption of Consent Calendar

President Knueven, seconded by Director Thompson, moved to adopt the November 20, 2014 Consent Calendar as written. The consent calendar included the following motions:

1. Move to adopt the November 20, 2014 Regular Board Meeting Agenda.
2. Move to approve the minutes of the October 23, 2014 Regular Meeting of the Board of Directors.
3. Move to approve the report of the Legal Committee and authorize action to be taken on the cases reviewed during its meeting of November 5, 2014.
4. Move to approve the:
   - Appointment of Don Schaefer as Chair of the Covenants Committee for a term of one year, ending November 2015;
   - Appointment of Kara Wills as Vice Chair of the Covenants Committee for a term of one year, ending November 2015;
   - Appointment of Bryan Brown as a member of the Community Engagement Advisory Committee for a term of two years, ending November 2017;
   - Appointment of Lynette Jacobs as a member of the 55+ Advisory Committee for a term of three years, ending November 2017;
   - Appointment of Colin Mills as a member and Chair of the Community Engagement Advisory Committee for a term of three years, ending November 2017, and one year, ending November 2015, respectively; and
   - Reappointment of Rengin Morro as a member of the Community Engagement Advisory Committee for a term of three years, ending November 2017.
5. Move to approve the request of Camp Sunshine, in coordination with the Lake Anne Merchants Association (LARCA), to hold its annual winter fundraiser, the "Polar Dip", in Lake Anne on Saturday, February 7, 2015, under the condition that LARCA and Camp Sunshine meet the following conditions:

   a. Liability waivers (approved and/or supplied by the Association) and other appropriate documentation required by Reston Association’s General Counsel must be signed by each person participating in the event prior to the event date.

   b. A Certificate of Insurance (with minimum limits stipulated by the Association) must be supplied naming the Association an additional insured prior to the event date.

   c. Notice shall be provided to swimming event participants by the Association and event sponsor disclosing that the Association does not “maintain” the water quality of the Lake(s) to swimming standards.

   d. The event’s sponsors, LARCA and Camp Sunshine, are required to provide supervision for the event, e.g., a specified number of rowboats (with senior lifesaving occupant) based on the length of the course and number of participants.

   e. Lifeguards hired or used by the event sponsors must have current certifications, and, upon request by the Association, proof of certification will be supplied.

   f. The event’s sponsors must notify Fairfax County Fire and Rescue of the pending event, no less than ten days prior to the event date. The sponsors must have certified rescue divers on hand for the event.

   g. Any incurred costs to hold the event shall be borne by the sponsoring applicant/organization.

   h. Reston Association reserves the right to cancel/postpone the event for any reason including but not limited to poor environmental or weather conditions (blinding snow, ice storm, etc.).

6. Move to approve the proposed amendments to Member Rights Resolution 2; Access to Books & Records.

7. Move to approve the proposed Assessments & Finance Resolution 12; HOA/PUD Questionnaire Fees.

8. Move to direct staff to send the attached letter to improve bicycle and pedestrian access to the Wiehle-Reston East Metro Station, as drafted by the Pedestrian & Bicycling Advisory Committee (PBAC) and the Transportation Advisory Committee (TAC), to be signed by Ken Knueven as President of the Reston Association to the appropriate Fairfax County officials, staff, and agencies.

9. Move to dedicate a portion of Common Area, Section 4, Parcel 1-A and grant grading and temporary construction easements over RA Common Area Section 4, Parcel 1-A to Fairfax County to make bus stop improvements including a concrete pad and related appurtenances, subject to review and approval by RA’s legal counsel and Design Review Board.

10. Move to approve the 2014-2015 work plan of the 55+ Advisory Committee.

The motion passed with votes recorded as follows:

   AYE: President Knueven, Vice President Graves, Secretary Sanio, and Directors Thomas, Thompson, Chew and La Rosa

   NAY: Director Shannon
C. Safe Routes to School – Awards Presentation

President Knueven gave a brief overview of the Safe Routes to School program and the presented the results of the 2014 Walk to School Day competition:

- In first place for highest total number of students who walked to school on Walk to School Day was Forest Edge Elementary School with 371 walkers.
- In first place for highest percentage of students who walked to school on Walk to School day was Lake Anne Elementary school with 54% of students walking.

President Knueven presented an award to students from each school.

D. Public Hearings

1) 2015 Budget & Proposed Assessment Rate (Attached)

Chief Financial Officer David Harris gave an overview of the 2015 assessment rates and reduced rates authorized by RA’s governing documents (presentation attached).

There were no member comments.

2) Proposed Air-Conditioning Unit Covenant Referendum Question

Member Comments:

1. Robert Avern, 11442 Waterview Cluster – Topic: Enjoys the peace and quiet provided by the RELAC system and believes there would be negative aesthetic and environmental consequences to eliminating the system. Perceives the majority of his neighbors enjoy the system.

2. Joe Stowers, 11448 Waterview Cluster – Topic: Requested the board defer action on this referendum until summer of 2015 in order to create an opportunity to prove the efficacy of the system. Expressed concern over possible fee increases if the referendum passes.

3. Wendye Quaye, 1739 Wainwright Drive – Topic: Enjoys the quiet provided by the RELAC system and believes the quiet helps prevent crime in the neighborhood.

4. Eileen Roar, 11452 Orchard Lane – Topic: Enjoys the quiet provided by RELAC.

5. John Stroik, 1638 Wainwright Drive – Topic: Suggested action on this referendum be deferred until 2015 in order to provide time to gather data on the system. Believes the system adds value to his property and is more energy efficient than individual air-conditioning units.

6. Mark Waddell, 1725 Wainwright Drive – Topic: Proposed specific changes to the draft fact sheet accompanying the draft ballot. Noted RELAC is holding an open house on Saturday, November 22, 2014 at the RELAC plant to include demonstrations of how the system works.

7. Richard Kennedy, 11441 Waterview Cluster – Topic: Clarified the voter requirements for the referendum to pass

8. Blake Travis, 11575 Maple Ridge Road – Topic: Noted that those members in favor of the referendum don’t wish to see the system eliminated but rather want to see more options available for air-conditioning. Stated modern air-conditioning units are very quiet.

9. John Andrews, 11443 Washington Plaza W – Topic: Is interested in having a choice of air-conditioning system because, while management of RELAC is good now, it may change and the infrastructure is aging.

10. Vernon Wiley, 1686 Wainwright Drive – Topic: Stated allowing homeowners to choose to go off RELAC will raise the rates for those who stay on the system, and if enough homes go off the system it will
collapse altogether, creating an unfunded mandate on homeowners to buy new individual units. Would like to see RELAC remain.

11. Willard Fraise, 1672 Wainwright Drive – Topic: Suggested the referendum be postponed in order to give the new management time to prove its high level of performance. Shared a personal example of the high quality of service by RELAC.

12. Michael Poss, 11557 Maple Ridge Road – Topic: Proposed specific changes to the draft fact sheet accompanying the draft ballot (attached).


E. Member & Board Comments
There were no member comments.

The following topics were noted by one or more members of the Board: Thanked Captain Wall and his police officers for hosting “Coffee with a Cop” at the North Point Starbucks; Shared requests from Reston Clusters for information and guidance on how to manage aging homes; Thanked members for attending and sharing their views with the board; Noted Cornerstones is running a food drive and coat drive for the needy in our community; Highlighted the Reston Garden Club’s collaboration with the Southgate Community Center on an outreach program with students, and Capital Food Bank’s contribution of fruits and vegetables for all who attend; Acknowledged advisory committees for their efforts on their 2015 work plans; Noted the Parks & Recreation Advisory Committee will be having its kick-off meeting on December 1, 2014; Praised all who contributed to the RA Snow Summit, which initiated an important dialogue in the community around how to ensure complete plowing of Reston’s pathways; Highlighted the upcoming 22nd anniversary of South Lakes Ethics Day; Encouraged members to be active in the ongoing planning process for Phase 2 of the Reston Master Plan; wished all members a Happy Thanksgiving holiday.

II. PRESENTATION, DISCUSSION & ACTION ITEMS

F. 2015 Assessment & Collection Rates

President Knueven, seconded by Secretary Sanio, moved to adopt proposed amendments to Assessment & Finance Resolution 2; Assessment Rates & Collection Procedures:

1. Establishing a reduced rate of 50 percent of the Annual Assessment for those property owners who qualify for a real-estate tax reduction from Fairfax County;
2. Setting the Annual Assessment rate for those who own federally subsidized units and elder care and assisted living units at $10 below the annual rate; and
3. Exhibit A of Assessment & Finance Resolution 2; Assessment Rates & Collection Procedures to reflect the proposed $642 Annual Assessment Rates, Installment Plan Fees, Collection Fees, and respective due dates for 2015.

Director Chew, seconded by Secretary Sanio, moved to amend the motion by striking Item 2.

The motion passed unanimously.

President Knueven, seconded by Director Thompson, moved to amend the motion by adding a new Item 3, including the staff requested 2015 budget adjustments related to the development of urban design guidelines and the conduct of a parks, recreation and open space survey in the amount of $60,000.
The motion passed with votes recorded as follows:

AYE: President Knueven, Vice President Graves, Secretary Sanio, Directors Thomas, Thompson and La Rosa

NAY: Directors Chew and Shannon

Director Chew, seconded by Secretary Sanio, moved to table discussion of the amended motion.

The motion passed unanimously.

Director Chew moved to strike from Assessments & Finance Resolution 2; Assessment Rates & Collection Procedures the new language proposed by staff in sections 1(c) and 1(d).

Director Chew withdrew his motion.

President Knueven, seconded by Director Thomas, moved to take the amended motion off the table.

The motion passed unanimously.

President Knueven, seconded by Director Thomas, moved to adopt proposed amendments to Assessment & Finance Resolution 2; Assessment Rates & Collection Procedures:

1. Establishing a reduced rate of 50 percent of the Annual Assessment for those property owners who qualify for a real-estate tax reduction from Fairfax County;
2. Exhibit A of Assessment & Finance Resolution 2; Assessment Rates & Collection Procedures to reflect the proposed $642 Annual Assessment Rates, Installment Plan Fees, Collection Fees, and respective due dates for 2015; and
3. Including the staff requested 2015 budget adjustments related to the development of urban design guidelines and the conduct of a parks, recreation and open space survey in the amount of $60,000.

The motion passed with votes recorded as follows:

AYE: President Knueven, Vice President Graves, Secretary Sanio, Directors Thomas, Shannon, Thompson and La Rosa

NAY: Director Chew

G. Proposed Air-Conditioning Unit Covenant Referendum Question & Fact Sheet

President Knueven, seconded by Director Thompson, moved to approve the proposed referendum question on Reston Deed Section VI.2(b)(15), Air-Conditioning Units.

The motion passed unanimously.

H. CEO/Management Report

Chief Executive Officer Cate Fulkerson provided an overview of her November report.

I. 2014 Voting Record Request (Attached)

RA Member Irwin Flashman, owner of 1327 Buttermilk Lane, presented the attached memorandum to the RA Board of Directors, and requested that, if the board decides not to provide him with an electronic copy, he be provided with a written statement detailing the board’s reasoning.

 ý Director LaRosa left the meeting at 9:05 pm and returned at 9:08 pm.
President Knueven, seconded by Director Thompson, moved to deny and not give further consideration to Mr. Irwin Flashman’s request for an electronic copy of the 2014 Board of Directors Election member voting record.

The motion passed with votes recorded as follows:

AYE: President Knueven, Vice President Graves, Secretary Sanio, Directors Thomas, Thompson and La Rosa.

NAY: Director Shannon

ABSTAIN: Director Chew

J. Executive Session to Discuss Legal, Contractual, and/or Personnel Matters with Legal Counsel

President Knueven, seconded by Vice President Graves, moved to adjourn into executive session.

The motion passed unanimously.

The board adjourned into executive session at 9:28 pm.

President Knueven, seconded by Vice President Graves, moved to return to open session.

The motion passed unanimously.

The board returned to open session at 9:59 pm.

III. CLOSE OF MEETING

K. Adjourn

President Knueven, seconded by Vice President Graves, moved to adjourn the meeting.

The motion passed unanimously.

The meeting adjourned at 10:10 pm.

Respectfully submitted,

Michael Sanio
Board Secretary

Attachments to Original:

– November 20, 2014 Consent Calendar
– 2015 Budget & Proposed Assessment Rate
– Draft Referendum Ballot and Related Fact Sheet
– Member Comments
– Irwin Flashman Memorandum to RA Board of Directors
Consent Calendar Item 3

Legal Committee Reports

Ken Knueven, President

Supported Strategic Objective:

| Sustainability & Community Viability | To effectively manage all resources, resulting in a sustainable and viable community | 3. Continuously preserve the integrity of our neighborhoods and their distinctive characteristics through covenants compliance. |
CONSENT CALENDAR ITEM SUMMARY  

December 18, 2014

CONSENT CALENDAR ITEM 3: Legal Committee Reports  
PRESENTER: Ken Knueven, President

| Board Motion: | Move to approve the report of the Legal Committee and authorize action to be taken on the cases reviewed during its meeting of December 3, 2014. |

BACKGROUND  
As per Reston Deed Section III.8(b), the Legal Committee is delegated the authority of the Reston Association Board of Directors to review pending or proposed legal action and other legal matters and report its action to the Board.

The Board, by majority vote, may agree to review any decision of the Legal Committee, which shall have the effect of vacating the Legal Committee’s decision.

ISSUES  
At its meeting of December 3, 2014 the Legal Committee took action on twenty (20) cases, voting as follows:

1. **1615 Washington Plaza**: To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.2(c) Maintenance of Improvements (Case #133688), and request a representative be present at the January 7, 2015 meeting of the Legal Committee to discuss their 2015 plans and commitments regarding the repairs to the property.

2. **2168 Greenkeepers Court**: To dismiss the case regarding Reston Deed Section VI.1 Design Covenants (Case #141234).

3. **2345 Millennium Lane**: To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 2345 Millennium Lane to enforce Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the rear fascia boards, rear wooden siding, and rear wooden elements of the balcony (Case #143914).

4. **2239 Wheelwright Court**: To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 2239 Wheelwright Court to enforce Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the front entry way roof (Case #145753).

5. **2263 Wheelwright Court**: To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 2263 Wheelwright Court to enforce Reston Deed Section VI.2(b)6 Vegetation (Case #145997), Section VI.2 (b)8 Refuse and Debris (Case #145996), and Reston Deed Section VI.2(c)

Supported Strategic Objective:  

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Reston Association - Regular Board Meeting Agenda Item Summary  
Prepared By/Date: Sabrina Tadele/December 18, 2014
Maintenance of Improvements pertaining to the broken side window, side elevation siding, and rear fence (Case #145995).

6. **1614 Washington Plaza N**: To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.2 (c)8 Refuse and Debris (Case #135659) and Section VI.2(c) Maintenance of Improvements (Case #135660) to allow the owner time to rectify all other violations except for the painting.

7. **1612 Washington Plaza N**: To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.2(c) Maintenance of Improvements (Case #135652) to allow the owner time to rectify all other violations except for the painting.

8. **2127 Whisper Way**: To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 2127 Whisper Way to enforce Reston Deed Section VI.2 (b)8 Refuse and Debris (Case #146012) and Section VI.2(c) Maintenance of Improvements pertaining to the front porch fascia, gutters, siding, metal capping, trim, railing, roof, rear gutters, siding on the house and rear shed, windows and patio door trim, chimney cap and trim, rear decorative light, and party fence.

9. **11213 Silentwood Lane**: To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 11213 Silentwood Lane to enforce Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the gingerbread trim, house trim (including windows and front door window trim) and front railings (Case #93417).

10. **12121 Captiva Court**: To dismiss the case regarding Reston Deed Section VI.2 (b)8 Refuse and Debris (Case #140253) contingent upon payment of the $190 Notice of Violation filing and Assessment Fee.

11. **1701 Wainwright Drive**: To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 1701 Wainwright Drive to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front decorative light (Case #145646) and to allow the homeowner the opportunity to replace the light.

12. **11008 Thrush Ridge Road**: To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 11008 Thrush Ridge Road to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front ceiling light and rear decorative light (Case #’s 147180, 147179) to allow the homeowner the opportunity to replace the lights with cluster approved standard lights.

13. **11714 Putting Green Court**: To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.1 Design Covenants pertaining to the rear elevated deck railing (Case #145573), to allow the homeowner the opportunity to submit an application to the DRB for the railing as existing, and come back before the committee to report on the decision of the application.

14. **1659 Sierra Woods Drive**: To defer action to the February 4, 2015 Legal Committee Meeting regarding Reston Deed Section VI.1 Design Covenants pertaining to the rain barrel (Case #144821), to allow the owner

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**Supported Strategic Objective:**

| Sustainability & Community Viability | To effectively manage all resources, resulting in a sustainable and viable community | 3. Continuously preserve the integrity of our neighborhoods and their distinctive characteristics through covenants compliance. |

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Reston Association - Regular Board Meeting Agenda Item Summary

*Prepared By/Date: Sabrina Tadele/December 18, 2014*
an opportunity to submit an application to the DRB and come back before the committee to report on the decision of the application.

15. **1648 Sierra Woods Drive**: To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.1 Design Covenants pertaining to the front window grid removals (Case #139757), to allow the owner an opportunity to reinstall the grids on the front windows.

16. **11939 Barrel Cooper Court**: To defer action to the February 4, 2015 Legal Committee Meeting regarding Reston Deed Section VI.1 Design Covenants pertaining to the rear fence gate (Case #104898), to allow homeowner the opportunity to submit an application to the DRB for the gate as existing or the Tanners Cluster Board submit an application to update their cluster standards allowing this style of gate, and the homeowner report back to the committee on the decisions.

17. **11906 Filedthorn Court**: To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 11906 Fieldthorn Court to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front party wall siding color (Case #142982), and Reston Deed Section VI.2(b)6 Vegetation (Case #142978).

18. **1580 Goldenrain Court**: To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 1580 Goldenrain Court to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front entry door, rear decorative light, and rear cables and wires (Case#'s 143492, 143491, 143490, 143487), Section VI.2 (b)8 Refuse and Debris (Case #143488), and Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the front siding, storage closet door, front vertical corner and window trim, concrete stoop, front patio, HVAC screen, side elevation siding, window trim, attic vent, front and rear gutters, rear fence, rear siding, rear window trim, rear fascia, rear soffit, rear deck and rear party wall (Case# 140988).

19. **11451 Washington Plaza W**: To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 11451 Washington Plaza W to enforce Reston Deed Section VI.1 Design Covenants pertaining to the exterior color on the front and rear pedestrian door and door trim (Case#'s 136629, 136628), and Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the front trim and concrete lintels (Case # 136626).

20. **12136 Quorn Lane**: To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 12136 Quorn Lane to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front garage door and front and rear yard tree removal (Case#'s 144800, 144798, 144799), and Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the brick masonry, front balcony, roof, patio door trim, house siding, side elevation window trim, side gutters, side balcony railing, wooden walkway, rear patio door trim, brick patio, wooden ground-level decking, and rear rakeboard (Case # 144797).

**Supported Strategic Objective:**

| Sustainability & Community Viability | To effectively manage all resources, resulting in a sustainable and viable community | 3. Continuously preserve the integrity of our neighborhoods and their distinctive characteristics through covenants compliance. |

**Reston Association - Regular Board Meeting Agenda Item Summary**

**Prepared By/Date:** Sabrina Tadele/December 18, 2014
Chair Ken Knueven convened the meeting at 6:05 p.m. on Wednesday, December 3, 2014, in conference room “B” of the Reston Association.

Committee Members Present: Board President Ken Knueven, Director Eve Thompson, Director Danielle LaRosa, Director Richard Chew, Chief Executive Officer Cate Fulkerson, General Counsel Kenneth Chadwick, (ex officio and non-voting)

Committee Member Absent: None

Staff: Julie Loy, Anna Varone, Thalia Rembis, Tricia Filbert

OLD BUSINESS

Approval of Minutes of the November 5, 2014, Meeting

Ken Knueven moved to approve the minutes of the November 5, 2014, meeting. Cate Fulkerson seconded the motion. The motion passed unanimously.

Ken Knueven, seconded by Eve Thompson, moved to go into executive session at 6:05 p.m. for the purposes of reviewing and discussing matters with individual Lot Owners regarding their alleged violations of the Reston Deed or the rules and regulations of the Reston Association. The motion passed unanimously.

ACTION

Maintenance Violation Cases

1. 1615 Washington Plaza 133688
   Owner(s): Trustees of Washington Plaza

   Ms. Loy reviewed the history of the violations and reported that at its meeting of November 5, 2014 the Legal Committee requested that the owner continue sending monthly updates on the progress of repairs to the property.

   To date, no change has been made at the property.

   The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear.
Ken Knueven, seconded by Richard Chew, moved the following:

To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.2(c) Maintenance of Improvements (Case #133688), and request a representative be present at the January 7, 2015 meeting of the Legal Committee to discuss their 2015 plans and commitments regarding the repairs to the property.

The motion passed unanimously.

2.  **2168 Greenkeepers Court**  141234

Owner(s):  Robert E. Becker
Deborah J. Becher

Ms. Loy reviewed the history of the violations and reported that at its meeting of November 5, 2014 the Legal Committee voted to defer action to the December 3, 2014 Legal Committee Meeting regarding Reston Deed Section VI.1 Design Covenants (Case #141234), to allow the homeowner time to remove the paver walkway from cluster common area and replace with native, non-invasive vegetation and brown mulch to match the existing, and direct staff to determine if firewood needs to be relocated.

To date, the brick walkway has been removed from cluster common area and vegetation has been installed.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear.

Richard Chew, seconded by Ken Knueven, moved the following:

To dismiss the case regarding Reston Deed Section VI.1 Design Covenants (Case #141234).

The motion passed unanimously.

**NEW BUSINESS**

**Maintenance Violation Cases**

3.  **2345 Millennium Lane**  143914

Owner(s):  Patricia A. Downes

Ms. Loy reviewed the history of the violation and reported that at its meeting of January 15, 2014, the Covenants Committee found the property to be in violation of the Deed Section VI.2 Maintenance of Improvements pertaining to the following conditions:
Section VI.2(c) Maintenance of Improvements

1. The fascia boards on the rear upper level elevation are cracked, peeled and discolored and must be repaired and painted with the Design Review Board-approved cluster standard 2006 color-palette for the Generation Cluster.
2. Sections of wooden siding on the rear elevation are discolored and must be cleaned and painted with the Design Review Board-approved cluster standard 2006 color-palette for the Generation Cluster.
3. The wooden elements of the rear balcony are discolored and must be cleaned.

and directed the owner to abate the maintenance violation by March 31, 2014. A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on August 25, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection that day. The owner did not appear.

Richard Chew, seconded by Eve Thompson, moved the following:

To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 2345 Millennium Lane to enforce Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the rear fascia boards, rear wooden siding, and rear wooden elements of the balcony (Case #143914).

The motion passed unanimously.

4. 2239 Wheelwright Court 145753
Owner(s): Alla Kramer
         George A Kramer

Ms. Loy reviewed the history of the violation and reported that at its meeting of February 19, 2014, the Covenants Committee found the property to be in violation of the Deed Section VI. Maintenance of Improvements pertaining to the following conditions:

Section VI.2(c) Maintenance of Improvements

1. The front entry way roof is discolored and must be cleaned.

and directed the owner to abate the maintenance violation by April 30, 2014. A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on August 25, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection that day. The owner did not appear.
Cate Fulkerson, seconded by Ken Knueven, moved the following:

**To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 2239 Wheelwright Court to enforce Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the front entry way roof (Case #145753).**

The motion passed unanimously.

5. **2263 Wheelwright Court**  
   Owner(s): Duncan C. Carmichael

Ms. Loy reviewed the history of the violation and reported that at its meeting of March 19, 2014, the Covenants Committee found the property to be in violation of the Deed Section VI.2 (b)(6) Vegetation, (b)(8) Refuse and Debris, and (c) Maintenance of Improvements pertaining to the following conditions:

**Section VI.2(b)6. Vegetation**

- The ground cover in the rear is overgrown and must be neatly trimmed and maintained.

**Section VI.2(b)8. Refuse and Debris**

- There is refuse and debris exposed to view on the property consisting of, but not limited to: chicken wire, overhead projector, bookshelf, chair, screen, ladder, and igloo

**Section VI.2(c) Maintenance of Improvements**

1. The side window is broken and must be repaired.
2. The side elevation siding is rotted, peeled, broken, missing, and warped and must be cleaned, repaired, and painted/stained.
3. The rear fence is faded, discolored, weathered, and broken and must be cleaned, repaired, and stained Olympic solid stain “Oxford Brown”.

and directed the owner to abate the vegetation and refuse and debris violations by April 15, 2014 and the maintenance violations by May 31, 2014. A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on September 2, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection that day. The owner did not appear.

Cate Fulkerson, seconded by Danielle La Rosa, moved the following:
To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 2263 Wheelwright Court to enforce Reston Deed Section VI.2(b)6 Vegetation (Case #145997), Section VI.2 (b)8 Refuse and Debris (Case #145996), and Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the broken side window, side elevation siding, and rear fence (Case #145995).

The motion passed unanimously.

6. 1614 Washington Plaza N 135659, 135660
Owner(s): Jimmy C. Sohn

Ms. Loy reviewed the history of the violation and reported that at its meeting of November 14, 2012, the Covenants Committee found the property to be in violation of the Deed Section VI.2 (b)(8) Refuse and Debris and (c) Maintenance of Improvements pertaining to the following conditions:

**Section VI.2(b)8. Refuse and Debris**

There is refuse and debris exposed to view on the property consisting of, but not limited to: ladders, lumber

**Section VI.2(c) Maintenance of Improvements**

1. The trim on the windows and patio doors are peeled, cracked and rotted and must be repaired and painted Duron "Pumpernickel" #5935N.

and directed the owner to abate the refuse and debris violation by December 15, 2012 and the maintenance violation by December 31, 2012. A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on August 25, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection that day. The owner did appear.

Richard Chew, seconded by Ken Knueven, moved the following:

**To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.2 (c)8 Refuse and Debris (Case #135659) and Section VI.2(c) Maintenance of Improvements (Case #135660) to allow the owner time to rectify all other violations except for the painting.**

The motion passed with the votes recorded as follows:

AYE: Ken Knueven, Cate Fulkerson, Danielle La Rosa, Richard Chew
ABSTAIN: Eve Thompson

7. 1612 Washington Plaza N 135652
Owner(s): Jimmy C. Sohn

Ms. Loy reviewed the history of the violation and reported that at its meeting of November 14, 2012, the Covenants Committee found the property to be in violation of the Deed Section VI.2 (c) Maintenance of Improvements pertaining to the following conditions:

Section VI.2(c) Maintenance of Improvements

1. The front HVAC screen is weathered, discolored, peeled and detached and must be cleaned, repaired and painted Duron "Pumpernickel" #5935N to match "Reston Brown".
2. The front trim on the windows is peeled and cracked and must be repaired and painted Duron "Pumpernickel" #5935N.

and directed the owner to abate the maintenance violation by December 31, 2012. A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on August 25, 20140

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection that day. The owner did appear.

Richard Chew, seconded by Ken Knueven, moved the following:

To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.2(c) Maintenance of Improvements (Case #135652) to allow the owner time to rectify all other violations except for the painting.

The motion passed with the votes recorded as follows:

AYE: Ken Knueven, Cate Fulkerson, Danielle La Rosa, Richard Chew
ABSTAIN: Eve Thompson

8. 2127 Whisper Way 146012, 121852
Owner(s): Ward C. Sampson

Ms. Loy reviewed the history of the violation and reported that at its meeting of May 25, 2011, the Covenants Committee found the property to be in violation of the Deed Section VI.2 (b)(8) Refuse and Debris, and (c) Maintenance of Improvements pertaining to the following conditions:

Section VI.2(b)8. Refuse and Debris

There is refuse and debris exposed to view on the property consisting of, but not limited to: cabinetry, lumber, sink, exercise equipment, concrete blocks, bike tires, woodpile, blue tarp, bags, indoor trash cans, dog feces, pavers, weights
Section VI.2(c) Maintenance of Improvements

1. The front porch fascia shared with 2129 Whisper Way is weathered, rotted, cracked and discolored and must be repaired, cleaned and repainted Benjamin Moore "Sail Cloth." The maintenance of this wall is a joint and equal responsibility between you and your neighbor, who has also been notified. You may wish to work together on the needed repairs.

2. The front gutters are discolored and must be cleaned and/or painted white.

3. The front elevation siding is discolored and must be cleaned and/or painted Benjamin Moore "Hamilton Blue."

4. The metal capping at the base of support posts for the front porch are rusted, discolored and must be cleaned and painted Benjamin Moore "Sail Cloth."

5. The trim on the front upper-level window is weathered, discolored, rotted, cracked and must be repaired, cleaned and painted Benjamin Moore "Sail Cloth."

6. The railing on the front porch shared with 2129 Whisper Way is weathered, rotted, cracked and discolored and must be cleaned, repaired, and painted Benjamin Moore "Sail Cloth." The maintenance of this railing is a joint and equal responsibility between you and your neighbor, who has also been notified. You may wish to work together on the needed repairs.

7. The roof is weathered, rotted, has detached shingles and must be repaired.

8. The rear gutters are discolored and must be cleaned and painted white.

9. The rear elevation siding is discolored and must be cleaned and/or painted Benjamin Moore "Hamilton Blue."

10. The siding on the rear storage shed is discolored, peeled, and must be cleaned, repaired and painted Benjamin Moore "Hamilton Blue."

11. The trim on the rear upper-level windows is weathered, rotted, cracked, discolored and must be repaired, cleaned and painted Benjamin Moore "Sail Cloth."

12. The trim on the rear lower-level window is weathered, rotted, cracked and discolored and must be repaired, cleaned, and painted Benjamin Moore "Sail Cloth."

13. The trim on the rear patio door is weathered, rotted, cracked and discolored and must be repaired, cleaned, and painted Benjamin Moore "Sail Cloth."

14. The chimney cap is rusted and discolored and must be cleaned, repaired and painted Benjamin Moore "Hamilton Blue."

15. The chimney trim is rusted, discolored and must be cleaned, repaired and painted Benjamin Moore "Hamilton Blue."

16. The cover for the rear decorative light is detached and must be replaced.

17. The rear party fence shared with 2129 Whisper Way is detached, and discolored and must be cleaned and treated with Behr DECK Plus semi-transparent finish 401 "Cedartone," 402 "Redtone," 403 "Browntone," 400 "Natural Clear" or left to weather naturally. The maintenance of this fence is a joint and equal responsibility between you and your neighbor, who has also been notified. You may wish to work together on the needed repairs.

18. The front porch roof is weathered, rotted, has detached shingles and must be repaired.

and directed the owner to abate the refuse and debris violations by June 15, 2011 and the maintenance violations by June 30, 2011. A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on September 2, 2014.
To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection that day. The owner did not appear.

Cate Fulkerson, seconded by Danielle La Rosa, moved the following:

To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 2127 Whisper Way to enforce Reston Deed Section VI.2 (b)8 Refuse and Debris (Case #146012) and Section VI.2(c) Maintenance of Improvements pertaining to the front porch fascia, gutters, siding, metal capping, trim, railing, roof, rear gutters, siding on the house and rear shed, windows and patio door trim, chimney cap and trim, rear decorative light, and party fence.

The motion passed unanimously.

9.  11213 Silentwood Lane 93417
Owner(s): Alfonso V. Lombana

Ms. Loy reviewed the history of the violation and reported that at its meeting of December 12, 2007, the Covenants Committee found the property to be in violation of the Deed Section VI. (c) Maintenance of Improvements pertaining to the following conditions:

Section VI.2(c) Maintenance of Improvements

1. The decorative gingerbread trim is discolored, peeled, and faded.
2. The front door window trim is warped.
3. The trim, including the window trim, is peeled and faded.
4. The front railing is discolored and faded.

and directed the owner to abate the maintenance violation by February 29, 2008. A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on September 2, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection that day. The owner did not appear.

Cate Fulkerson, seconded by Ken Knueven, moved the following:

To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 11213 Silentwood Lane to enforce Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the gingerbread trim, house trim (including windows and front door window trim) and front railings (Case #93417).

The motion passed unanimously.
10. **12121 Captiva Court** 140253
Owner(s): Andrew Vincent Klesh

Ms. Loy reviewed the history of the violation and reported that at its meeting of July 24, 2013, the Covenants Committee found the property to be in violation of the Deed Section VI.2 (b)(8) Refuse and Debris pertaining to the following conditions:

**Section VI.2(b)8. Refuse and Debris**

There is refuse and debris exposed to view on the property consisting of, but not limited to: Lumber, ladders, buckets, bags, tarps, bins, rocks, shovels, tool boxes, gas cans, paint cans, tools, bikes, cinder blocks, hoses

and directed the owner to abate the refuse and debris violation by August 15, 2013. A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on September 2, 2014.

To date, the refuse and debris has been removed.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection that day. The owner did not appear.

Ken Knueven, seconded by Cate Fulkerson, moved the following:

**To dismiss the case regarding Reston Deed Section VI.2 (b)8 Refuse and Debris (Case #140253) contingent upon payment of the $190 Notice of Violation filing and Assessment Fee.**

The motion passed unanimously.

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**Design Violation Cases**

11. **1701 Wainwright Drive** 145646
Owner(s): Kenneth Mooney
            Marjorie E. Mooney

Ms. Loy reviewed the history of the violations and reported that the front decorative light is unapproved.

A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on September 2, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear.
Cate Fulkerson, seconded by Richard Chew, moved the following:

To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 1701 Wainwright Drive to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front decorative light (Case #145646) and to allow the homeowner the opportunity to replace the light.

The motion passed unanimously.

12. 11008 Thrush Ridge Road     147180, 147179
Owner(s): Melvin J. Bullen
        Sunny J. Neverman

Ms. Loy reviewed the history of the violations and reported that the ceiling light above the front entry door and the replacement decorative light on the rear mid-level elevation are unapproved.

A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on September 2, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear.

Cate Fulkerson, seconded by Ken Knueven, moved the following:

To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 11008 Thrush Ridge Road to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front ceiling light and rear decorative light (Case #’s 147180, 147179) to allow the homeowner the opportunity to replace the lights with cluster approved standard lights.

The motion passed unanimously.

13. 11714 Putting Green Court     145573
Owner(s): Lisa K. Kussmann
        Daniel A. Caro

Ms. Loy reviewed the history of the violations and reported that the railing on the rear elevated deck is not in conformance with the Design Review Board decision dated April 23, 2013. At its meeting of April 23, 2013 the Design Review Board (DRB) approved deck (18’9” wide 10’ deep; pressure treated wood, color: left to weather naturally; iron picket railing, railing color: black, 45° angle corners) in the rear location indicated on submitted site plan with the following stipulations:

1. that all the elements of the deck, including the outermost edge of the railing, etc., be set back 1 foot from the shared property lines;
2. that the railing exactly match the cluster standard railing in design, details, dimensions, colors and materials;

3. that any benches be simple backless benches that are located behind, and do not alter the appearance of, the railing;

4. that the deck be constructed in such a way that knee braces are not required for support; and

5. that the deck be left to weather naturally or treated with a clear, colorless sealant in conformance with the Design Review Board-approved color palette for Link Pond Cluster.

A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on August 25, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owners did appear

Cate Fulkerson, seconded by Danielle La Rosa, moved the following:

**To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.1 Design Covenants pertaining to the rear elevated deck railing (Case #145573), to allow the homeowner the opportunity to submit an application to the DRB for the railing as existing, and come back before the committee to report on the decision of the application.**

The motion passed unanimously.

14. **1659 Sierra Woods Drive**  
Owner(s): Melissa L. Utzinger

Ms. Loy reviewed the history of the violations and reported that an unapproved rain barrel has been installed in the front yard.

A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on August 25, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear

Cate Fulkerson, seconded by Ken Knueven, moved the following:
To defer action to the February 4, 2015 Legal Committee Meeting regarding Reston Deed Section VI.1 Design Covenants pertaining to the rain barrel (Case #144821), to allow the owner an opportunity to submit an application to the DRB and come back before the committee to report on the decision of the application.

The motion passed unanimously.

15. 1648 Sierra Woods Drive
Owner(s): Morris Edward Smith
         Linda Smith

Ms. Loy reviewed the history of the violations and reported that the grid removal from the front windows is unapproved.

A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on August 25, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear

Cate Fulkerson, seconded by Richard Chew, moved the following:

To defer action to the January 7, 2015 Legal Committee Meeting regarding Reston Deed Section VI.1 Design Covenants pertaining to the front window grid removals (Case #139757), to allow the owner an opportunity to reinstall the grids on the front windows.

The motion passed unanimously.

16. 11939 Barrel Cooper Court
Owner(s): Rachel M. Gachpazha

Ms. Loy reviewed the history of the violations and reported that the rear fence gate is an unapproved design.

A Notice of Claimed Violation was filed against the property among the land records of Fairfax County on September 2, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did appear

Ken Knueven, seconded by Eve Thompson, moved the following:
To defer action to the February 4, 2015 Legal Committee Meeting regarding Reston Deed Section VI.1 Design Covenants pertaining to the rear fence gate (Case #104898), to allow homeowner the opportunity to submit an application to the DRB for the gate as existing or the Tanners Cluster Board submit an application to update their cluster standards allowing this style of gate, and the homeowner report back to the committee on the decisions.

The motion passed with the votes recorded as follows:

AYE: Ken Knueven, Cate Fulkerson, Danielle La Rosa, Eve Thompson
NAY: Richard Chew

Design and Maintenance Violation Cases

17. 11906 Fieldthorn
Owner(s): Natalie D. Kimball

Ms. Loy reviewed the history of the violation and reported that at its meeting of October 16, 2013, the Covenants Committee found the property to be in violation of the Deed Section VI.2 (b)(6) Vegetation pertaining to the following conditions:

Section VI.2(b)(6) Vegetation:
1. The front yard is lacking vegetative ground cover.

and directed the owner to abate the vegetation violation by November 15, 2013

In addition the following design violation(s) exist at the property:

1. The siding color on the lower level front party wall shared with 11904 Fieldthorn Court is unapproved. The maintenance of this wall is a joint and equal responsibility between you and your neighbor, who has also been notified. You may wish to work together on the needed repairs. Each Owner shall have an easement of ingress and egress over that portion of the Property necessary for the repair and maintenance of a party element.

Two Notices of Claimed Violation were filed against the property among the land records of Fairfax County on August 25, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear.

Cate Fulkerson, seconded by Ken Knueven, moved the following:
To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 11906 Fieldthorn Court to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front party wall siding color (Case #142981), and Reston Deed Section VI.2(b)6 Vegetation (Case #142978).

The motion passed unanimously.

18. 1580 Goldenrain Court
Owner(s): Mark G. Niembra, Sanae N. Qasmi

Ms. Loy reviewed the history of the violation and reported that at its meeting of November 20, 2013, the Covenants Committee found the property to be in violation of the Deed Section VI.2 (b)(8) Refuse and Debris and (c) Maintenance of Improvements pertaining to the following conditions:

Section VI.2(b)8. Refuse and Debris

There is refuse and debris exposed to view on the property consisting of, but not limited to: lumber, dead branches, pavers, tree clippings, large rocks, lumber

Section VI.2(c) Maintenance of Improvements

1. The front siding, adjacent to the entry door and storage closet at the bottom, is discolored, peeled, and rotted and must be cleaned, repaired, and stained Olympic Solid Stain “Beige Gray”.
2. The front door on the storage closet is discolored, peeled, rotted, detached, and leaning and must be cleaned, repaired and stained Olympic Solid Stain “Beige Gray”.
3. The front vertical corner trim, adjacent to the storage closet at the bottom, is cracked and rotted and must be repairs and painted white.
4. The front windows trim is discolored and peeled and must be cleaned and/ or painted white.
5. The front gutters are discolored and must be cleaned.
6. The front concrete stoop is discolored and must be cleaned.
7. The front patio is discolored and must be cleaned.
8. The front HVAC screen is weathered, discolored, peeled, and rotted and must be cleaned, repaired, and stained Olympic Solid Stain “Beige Gray”.
9. The siding on the side elevation is weathered, peeled, and rotted and must be repaired and stained Olympic Solid Stain “Beige Gray”.
10. The windows trim on the side elevation is weathered, peeled, and cracked and must be repaired and painted white.
11. The attic vent on the side elevation is bent and warped and must be repaired and painted to match the siding color.
12. The rear fence is weathered, discolored, rotted, leaning, has warped and missing boards, and is missing section of fencing and must be cleaned, repaired, and/ or replaced.
13. The rear siding is weathered, peeled, and rotted and must be repaired and stained Olympic Solid Stain “Beige Gray”.
14. The rear windows trim are weathered, peeled, and rotted and must be repaired and painted white.
15. The rear fascia is discolored, peeled, and rotted and must be cleaned, repaired, and painted white.
16. The rear soffit is discolored, peeled, and rotted and must be cleaned, repaired, and painted white.
17. The rear gutters are discolored and must be cleaned.
18. The rear deck is discolored and has warped board and must be cleaned and repaired.
19. The rear party wall, including the metal capping, shared with 1578 Goldenrain Court is discolored and spalled and must be cleaned, repaired, and painted to match the siding color of the property which the wall faces. The maintenance of this wall is a joint and equal responsibility between you and your neighbor, who will also be notified. You may wish to work together on the needed repairs. Each Owner shall have an easement of ingress and egress over that portion of the Property necessary for the repair and maintenance of a party element.

and directed the owner to abate the refuse and debris violation by December 15, 2013 and the maintenance violation by January 31, 2014.

In addition the following design violation(s) exist at the property:

1. The front entry door is unapproved.
2. The rear decorative light is unapproved.
3. The rear cables/wires are unapproved.
4. The rear cables/wires are unapproved.

Two Notices of Claimed Violation were filed against the property among the land records of Fairfax County on September 2, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear.

Cate Fulkerson, seconded by Ken Knueven, moved the following:

To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 1580 Goldenrain Court to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front entry door, rear decorative light, and rear cables and wires (Case#’s 143492, 143491, 143490, 143487), Section VI.2 (b)8 Refuse and Debris (Case #143488), and Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the front siding, storage closet door, front vertical corner and window trim, concrete stoop, front patio, HVAC screen, side elevation siding, window trim, attic vent, front and rear gutters, rear fence, rear siding, rear window trim, rear fascia, rear soffit, rear deck and rear party wall (Case# 140988).

The motion passed unanimously.
Ms. Loy reviewed the history of the violation and reported that at its meeting of January 16, 2013, the Covenants Committee found the property to be in violation of the Deed Section VI.2 (c) Maintenance of Improvements pertaining to the following conditions:

**Section VI.2(c) Maintenance of Improvements**

1. The front trim on the patio doors is discolored, peeled, cracked and rotted and must be cleaned, repaired and painted Duron "Pumpernickel" 5935N.
2. The front concrete lintels are discolored and peeled and must be cleaned and repaired or repaired and painted in conformance with the Design Review Board-approved color palette.

and directed the owner to abate the maintenance violation by March 31, 2013.

In addition the following design violation(s) exist at the property:

1. The exterior color on the front and rear pedestrian doors is unapproved.
2. The exterior color on the front and rear pedestrian door trim, including the transoms, is unapproved.

Two Notices of Claimed Violation were filed against the property among the land records of Fairfax County on September 2, 2014.

To date, no change has been made at the property.

The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear.

Cate Fulkerson, seconded by Richard Chew, moved the following:

To file suit immediately following the January 22, 2015 Board of Directors Meeting against the owner of 11451 Washington Plaza W to enforce Reston Deed Section VI.1 Design Covenants pertaining to the exterior color on the front and rear pedestrian door and door trim (Case#’s 136629, 136628), and Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the front trim and concrete lintels (Case # 136626).

The motion passed unanimously.

---

**20. 12136 Quorn Lane**

**Owner(s):** Stephen Dunkel
Beth Dunkel

144798, 144799, 144800
144797
Ms. Loy reviewed the history of the violation and reported that at its meeting of January 1, 2014, the Covenants Committee found the property to be in violation of the Deed Section VI.2 (c) Maintenance of Improvements pertaining to the following conditions:

Section VI.2(c) Maintenance of Improvements

1. The brick masonry located between the front entry and the front garage door is broken and must be repaired using matching brick material.
2. The brick masonry on the interior of the front courtyard is discolored and must be cleaned.
3. The underside of the front balcony is cracked, peeled and rotted and must be repaired and stained to match the existing house siding color.
4. The roof is discolored and must be cleaned.
5. The patio door trim on the upper level front elevation is discolored, peeled and rotted and must be repaired and stained to match the existing house siding color.
6. Sections of siding on the front, siding and rear elevations is faded, rotted, cracked and peeled and must be cleaned, repaired and stained to match the existing house siding color.
7. The window trim on the side elevation overlooking the front courtyard is discolored, peeled and rotted and must be repaired and stained to match the existing house siding color.
8. The gutters on the side elevations are discolored and must be cleaned.
9. The balcony railing on the side elevation is peeled, cracked, leaning and rotted and must be repaired and stained to match the existing house siding color.
10. The wooden walkway in the side yard is discolored, cracked, broken, rotted and detached and must be repaired and remain unstained.
11. The patio door trim on the rear elevation is discolored, peeled and rotted and must be repaired and stained to match the existing house siding color.
12. The brick patio in the rear yard is discolored and uneven and must be cleaned and repaired.
13. The wooden ground-level decking and walkways are discolored, cracked, broken, rotted and detached and must be repaired and remain unstained.
14. A section of rakeboard on the rear elevation is faded and peeled and must be stained to match the existing house siding color.

and directed the owner to abate the maintenance violation by March 31, 2014.

In addition the following design violation(s) exist at the property:

1. The front garage door is an unapproved color.
2. One unapproved tree removal from the front yard in front of the courtyard wall.
3. Three unapproved tree removals from the rear yard.

Two Notices of Claimed Violation were filed against the property among the land records of Fairfax County on September 2, 2014.

To date, no change has been made at the property.
The Committee discussed the case and viewed photographs of the property taken during Ms. Loy’s inspection the previous day. The owner did not appear.

Richard Chew, seconded by Ken Knueven, moved the following:

To file suit immediately following the December 18, 2014 Board of Directors Meeting against the owner of 12136 Quorn Lane to enforce Reston Deed Section VI.1 Design Covenants pertaining to the front garage door and front and rear yard tree removal (Case #'s 144800, 144798, 144799), and Reston Deed Section VI.2(c) Maintenance of Improvements pertaining to the brick masonry, front balcony, roof, patio door trim, house siding, side elevation window trim, side gutters, side balcony railing, wooden walkway, rear patio door trim, brick patio, wooden ground-level decking, and rear rakeboard (Case # 144797).

The motion passed unanimously.

DISCUSSION

Comments

The Legal Committee took a break from 7:15 p.m. to 7:20 p.m.

Cate Fulkerson, seconded by Richard Chew, moved to exit executive session and reconvene in open session at 7:38 p.m. The motion passed unanimously.

Cate Fulkerson, seconded by Eve Thompson, moved to approve and ratify the decisions reached by the Legal Committee in executive session on the individual cases. The motion passed unanimously.

Cate Fulkerson, seconded by Ken Knueven, moved to adjourn the meeting at 7:38 p.m. The motion passed unanimously.

__________________________________________________________  _______________________________
Date                                                                                   Ken Knueven, Chair
Supported Strategic Objective:

| Community Leadership & Engagement | To be the leader, representing Reston’s interests, promoting partnerships, and fostering community involvement | 1. Regularly engage the diverse elements of the community on issues and opportunities that impact Reston. |

Volunteer Committee Member Appointments

Ken Knueven, President
CONSENT CALENDAR ITEM SUMMARY  

December 18, 2014

CONSENT CALENDAR ITEM 4:  Volunteer Committee Member Appointments
PRESENTER:  Ken Knueven, President

**Board Motion:** Move to approve the:

- Nomination of Carol Ann Bradley as a member of the Southgate Community Center Advisory Council for a term of three years, ending January 2018;
- Appointment of Aaron Diamond as a member of the Parks & Recreation Advisory Committee for a term of three years, ending December 2017;
- Appointment of James Cardona as a member of the Pedestrian & Bicycling Advisory Committee for a term of three years, ending December 2017; and
- Appointment of Tyrone Gillum as a member of the Parks & Recreation Advisory Committee for a term of three years, ending December 2017.

**BACKGROUND**
As per Section IX.4(a) of the Amended Bylaws of Reston Association (RA), the Board of Directors is responsible for making all Committee appointments.

**BOARD PLANNING COMMITTEE RECOMMENDATIONS**
In accordance with Committees Resolution 2 regarding Committee Member & Chair Appointments, the Board Planning Committee (BPC) is required to interview new Committee member and chair applicants.

During its meeting on December 8, 2014, the BPC conducted interviews of those Members who made application to be appointed to serve in open Committee positions.

The BPC recommends that the Board of Directors appoint or reappoint the following individuals as a member of a RA Advisory Committee as indicated below. *Candidate application materials are attached.*

<table>
<thead>
<tr>
<th>Member Name</th>
<th>Position(s) Being Sought for Appointment/Reappointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carol Ann Bradley</td>
<td>Southgate Community Center Advisory Council</td>
</tr>
<tr>
<td>Aaron Diamond</td>
<td>Member, Parks &amp; Recreation Advisory Committee</td>
</tr>
<tr>
<td>James Cardona</td>
<td>Member, Pedestrian &amp; Bicycling Advisory Committee</td>
</tr>
<tr>
<td>Tyrone Gillum</td>
<td>Member, Parks &amp; Recreation Advisory Committee</td>
</tr>
</tbody>
</table>

**Supported Strategic Objective:**

<table>
<thead>
<tr>
<th>Community Leadership &amp; Engagement</th>
<th>To be the leader, representing Reston’s interests, promoting partnerships, and fostering community involvement</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Regularly engage the diverse elements of the community on issues and opportunities that impact Reston.</td>
</tr>
</tbody>
</table>
Committee Volunteer Application
(Must be submitted by all prospective Committee Members and Chairs to be considered for appointment)

CONTACT INFORMATION
Name: Carol Ann Bradley
Street Address: 2305 Old Trail Dr.
City: Reston State: VA Zip Code: 20191
Work Phone: Home Phone: 703-620-9873 Cell Phone: 
Email address: Carol Ann Bradley @ aol.com

CANDIDATE INFORMATION
Committee to which Candidate Seeks Appointment: Southgate Community Center Advisory Council
Position Sought in Committee (e.g. Member, Chair, Co-Chair):
Incumbent Member? Yes ☐ No ☒ If yes, first month/year of appointment: __/___
* If no, have you attended a meeting of your prospective Committee? Yes ☐ No ☒
Profession/Occupation: Retired Educator
Relevant experience for position:

Please explain your interest in serving on this Committee:

Signature: Carol Ann Bradley Date: 11/16/14

INSTRUCTIONS FOR ONLINE SUBMISSION:
Please save as a .pdf file and email to Sabrina Tadele at stadele@reston.org.
In the subject line, please include the words “APPLICATION: [X Committee]” (e.g. “APPLICATION: Covenants Committee”).

INSTRUCTIONS FOR MAIL SUBMISSION:
Please print and send by U.S. Mail to the following address:
Reston Association
ATTN: Sabrina Tadele
12001 Sunrise Valley Drive
Reston, VA 20191
RESTON ASSOCIATION

COMMITTEE VOLUNTEER APPLICATION

CANDIDATE INFORMATION

Relevant Experience:

As a retired educator, I have lived in Reston for 42 years. I have been acquainted with the history of the Southgate community. In the late seventies, I was appointed by RHOA (now RA) as an ACTION volunteer to work in the Glade Drive corridor. I worked closely with RHOA and other community agencies to bring more resources to the children and citizens of that area. I was involved in supporting the RA referendum to build the Southgate Community Center.

I have seen this Southgate community changed from being perceived as a less acceptable community, but to a place that it is a viable and diverse community which exemplifies the vision of what Reston is committed to be. The Southgate Community Center has been instrumental in this process.

Please explain your interest in serving on this committee:

I want to support the vibrant programs at the Southgate Community Center because it is providing for the educational, social and economic needs of the Reston community. The Southgate Community Center is involved in a daily after school tutoring/child care program which serves children in the area. In addition Hunters Woods School collaborates with George Mason and the center to provide The Saturday School which provides experiences in math, science and the arts for students.

When I have visited the Center, I have seen a knowledgeable, caring and committed staff that provide a variety of programs and services. As a member of the Southgate Community Center Advisory Council, I would support the staff and programs and seek ways to continue the collaboration with a variety of Reston/local organizations and groups.

*Although I have not attended any meetings of the council, I have attended a variety of activities and programs:

Annual orientation programs for the Saturday School

Holiday party for children in the after school program

A variety of festivals and celebrations

Carol Ann Bradley 11/16/14
Committee Volunteer Application

(name and contact information)

CONTACT INFORMATION
Name: Aaron Diamond
Street Address: 11228 Handlebar RD
City: Reston
Work Phone: 202-262-0874
Email address: TheDiamonds@aol.com
State: VA
Zip Code: 20191
Home Phone: 703-620-3770
Cell Phone: 202-262-0874

CANDIDATE INFORMATION
Committee to which Candidate Seeks Appointment: Parks & Rec
Position Sought in Committee (e.g. Member, Chair, Co-Chair): Member
Incumbent Member? Yes [ ] No [X] If yes, first month/year of appointment: ___ / ___
If no, have you attended a meeting of your prospective Committee? Yes [X] No [ ]
Profession/Occupation: Journalist/Mediator
Relevant experience for position:
I moved to Reston with my family when I was a teenager in 1978. I have used the Parks & Sports Fields as a player, as a Coach, & now as a Parent I watch my two boys (13 & 11) play a variety of sports on those same fields (some fields have greatly improved).

Please explain your interest in serving on this Committee:
I believe in Reston, I believe that Reston has evolved over the years & with that comes change. I support change as long as it works in stride with the needs of the community it serves. With the arrival of the Silver Line, Reston will once again go through evolutionary growth & I would like to be a part of that new direction. I believe in serving the needs of a growing community while keeping an ever mindful eye on our past. Thank you

Aaron Diamond
Signature
December 1, 2014
Date

INSTRUCTIONS FOR ONLINE SUBMISSION:
Please save as a .pdf file and email to Sabrina Tadele at stadele@reston.org.
In the subject line, please include the words “APPLICATION: [X Committee]” (e.g. “APPLICATION: Covenants Committee”).

INSTRUCTIONS FOR MAIL SUBMISSION:
Please print and send by U.S. Mail to the following address:
Reston Association
ATTN: Sabrina Tadele
12001 Sunrise Valley Drive
Reston, VA 20191
**Committee Volunteer Application**

(Must be submitted by all prospective Committee Members and Chairs to be considered for appointment)

### CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Name: James Cardona</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address: 11061 Saffold Way</td>
</tr>
<tr>
<td>City: Reston</td>
</tr>
<tr>
<td>Work Phone: 703-506-9515</td>
</tr>
<tr>
<td>Email address: <a href="mailto:jcardona@esri.com">jcardona@esri.com</a></td>
</tr>
</tbody>
</table>

### CANDIDATE INFORMATION

<table>
<thead>
<tr>
<th>Committee to which Candidate Seeks Appointment: Pedestrian and Bicycling Advisory Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position Sought in Committee (e.g. Member, Chair, Co-Chair): Member</td>
</tr>
<tr>
<td>Incumbent Member? Yes ☐ No ☐ If yes, first month/year of appointment: _____ / _____</td>
</tr>
<tr>
<td>If no, have you attended a meeting of your prospective Committee? Yes ☐ No ☐</td>
</tr>
<tr>
<td>Profession/Occupation: GIS Software Developer</td>
</tr>
<tr>
<td>Relevant experience for position:</td>
</tr>
</tbody>
</table>

Please explain your interest in serving on this Committee:
I think that Reston is a great place to live and is currently quite bike and pedestrian friendly. I think that with the growth of the Town Center and the opening of the Silver Line that Reston has the potential to become a pedestrian and bike friendly urban area. I would like to serve on this committee to help raise awareness of pedestrian and bike issues in Reston and to help educate the public about safe cycling.

James Cardona

Signature

12/3/2014

Date

**INSTRUCTIONS FOR ONLINE SUBMISSION:**
Please save as a .pdf file and email to Sabrina Tadele at stadele@reston.org.
In the subject line, please include the words “APPLICATION: [X Committee]” (e.g. “APPLICATION: Covenants Committee”).

**INSTRUCTIONS FOR MAIL SUBMISSION:**
Please print and send by U.S. Mail to the following address: Reston Association
ATTN: Sabrina Tadele
12001 Sunrise Valley Drive
Reston, VA 20191
Committee Volunteer Application
(Must be submitted by all prospective Committee Members and Chairs to be considered for appointment)

CONTACT INFORMATION

Name: Tyrone S. Gillum
Street Address: 11107 Watermans Drive
City: Reston  State: Virginia  Zip Code: 20191
Work Phone: 703-725-6656  Home Phone: 703-648-2554  Cell Phone: 703-725-6656
Email address: tsg1022@gmail.com

CANDIDATE INFORMATION

Committee to which Candidate Seeks Appointment: PRAC
Position Sought in Committee (e.g. Member, Chair, Co-Chair): member
Incumbent Member? Yes ☐ No ☐ If yes, first month/year of appointment: na
If no, have you attended a meeting of your prospective Committee? Yes ☐ No ☐

Profession/Occupation: Marketing Manager

Relevant experience for position:
* I have over 30 years of marketing and business experience ranging from sole proprietor to major Corporations. Began my first business as owner/operator of "Paperchase", a wallpaper and painting company. Ten plus years of consumer products company Lahn and Fink (Lysol Products). Twelve years as a territory/marketing manager for Sun Oil Company (Sunoco) specializing in supply contract negotiations. Also significant is my part ownership in a startup Company "Songpro" which manufactures an MP3 player.
* Member of Northern Virginia Association of Restonors 1999 - 2011
* 12 year Membar and former President of the Reston Mallards Landing Cluster Association
* Member of the Reston Tennis Advisory Committee
* Vice Chairman of the Board of FAME (Foundation for the Advancement of Music and Education) a non profit serving under privileged youths

Please explain your interest in serving on this Committee:
Having served on the Reston Tennis Advisory Committee I was able to see first hand a point of view that consisted of not only roadblocks, and obstacles but also strong possibilities of shaping Reston into a greater place to live in the next 10, 20, and 50 years. My 5 active boys participated in numerous Reston league sports and activities and provided me a glimpse into the environment of a cross section of sports including youth basketball, tennis, school lacrosse, baseball, swimming, cross country and track. I think it is a great idea to have a committee where decisions that serve all sports funding, facilities and amenities can be heard at one time. My interest in serving on the PRAC committee is to learn more about a broader scope of the parks and recreation goals and to utilize my experiences to help assess, identify, and implement partnerships and/or program Improvements.

Tyrone S. Gillum

Signature

12/5/14  Date

INSTRUCTIONS FOR ONLINE SUBMISSION:
Please save as a .pdf file and email to Sabrina Tadele at stadele@reston.org.
In the subject line, please include the words "APPLICATION: [X Committee]" (e.g. "APPLICATION: Covenants Committee").

INSTRUCTIONS FOR MAIL SUBMISSION:
Please print and send by U.S. Mail to the following address: Reston Association
ATTN: Sabrina Tadele 12001 Sunrise Valley Drive
Reston, VA 20191
Consent Calendar Item 5

Board Advisory Committee Resolution Updates
Ken Knueven, President
CONSENT CALENDAR ITEM SUMMARY
December 18, 2014

CONSENT CALENDAR ITEM 5: Board Advisory Committee Resolution Updates
PRESENTER: Ken Knueven, President

Board Motion: Move to approve the proposed amendments to Committees Resolution 5; Board Advisory Committees, eliminating the Tennis Advisory Committee.

BACKGROUND
With the recent establishment of the Parks & Recreation Advisory Committee (PRAC), most all of the stated responsibilities of the Tennis Advisory Committee are being undertaken by the PRAC. See below for comparison chart.

<table>
<thead>
<tr>
<th>Parks &amp; Recreation Advisory Committee</th>
<th>Tennis Advisory Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. A review and evaluation of Common Area facility levels of service and utilization, and the desirability of adding/converting/modifying or eliminating facilities and services.</td>
<td>i. Reviews and evaluates the Association’s tennis facility maintenance standards.</td>
</tr>
<tr>
<td>ii. An assessment of park and recreation needs.</td>
<td>ii. Reviews and evaluates the Association’s tennis facility usage patterns and program needs recommending modifications to the Board of Directors and the CEO, as necessary and appropriate</td>
</tr>
<tr>
<td>iii. Identifying opportunities for funding and/or partnerships to implement facility and program improvements.</td>
<td>iii. Identifies opportunities for funding partnerships/ventures for programming, as well as facility construction and maintenance</td>
</tr>
<tr>
<td>iv. An evaluation of existing programs for the purpose of recommending new programs, changes to existing programs, or the elimination of programs.</td>
<td></td>
</tr>
<tr>
<td>v. In coordination with the Association’s Department of Parks &amp; Recreation, an exploration of initiatives that will optimize Members’ use of Common Area facilities, programs, and services.</td>
<td></td>
</tr>
<tr>
<td>vi. A community engagement initiative designed to involve members in parks and recreation planning and evaluation activities.</td>
<td></td>
</tr>
<tr>
<td>vii. An annual update and prioritization of the Association’s Parks &amp; Recreation Capital Improvements Plan.</td>
<td></td>
</tr>
</tbody>
</table>
Board Director Jeff Thomas along with CEO Cate Fulkerson met in November 2014 with the members of the Tennis Advisory Committee to invite them to join the Parks & Recreation Advisory Committee as their expertise and assistance is needed in helping to advance Reston’s tennis program and facilities at a more comprehensive level for the organization and community.

The invitation was received well with several members planning to make application to serve on the PRAC.

**BUDGET IMPACT**
No impact to the budget is anticipated at this time.

**STAFF RECOMMENDATION**
Staff recommends that with the new Parks & Recreation Facility in place, the Board should consider eliminating the Tennis Advisory Committee.
Committees Resolution 5
Board Advisory Committees

WHEREAS, the Board of Directors is responsible for the administration and operation of the Association consistent with the amended provisions of the Reston Documents; and

WHEREAS, Section III.2(e) of the First Amendment to the Deed of Amendment to the Deeds of Dedication of Reston ("Amended Reston Deed") delineates that it is a purpose of the Association to do any and all lawful things and acts that it, in its discretion, may deem to be for the benefit of the Property and the Owners and inhabitants thereof; and

WHEREAS, Section III.2(f) of the Amended Reston Deed delineates that it is a purpose of the Association to exercise the powers now or hereafter conferred by law on incorporated property owners associations including those powers specified in the Virginia Nonstock Corporation Act and the Property Owners’ Association Act ("POAA"), as may be necessary or desirable to accomplish the purposes of the Association; and

WHEREAS, Section IX.2 of the Amended Bylaws for the Reston Association ("Amended Bylaws") grants the Board of Directors the right to establish, by resolution, Advisory Committees comprised of Members to give advice on Association matters and to perform such duties as may be requested by the Board of Directors; and

WHEREAS, Committees Resolution 1 delineates the manner in which Advisory Committees are to operate.

NOW, THEREFORE, BE IT RESOLVED, that Advisory Committees shall consist of at least three (3) and no more than fifteen (15) Reston Association Members, appointed by the Board of Directors for a term of three (3) years; a Staff Liaison who shall serve as an ex officio member; and one RA Board Director who shall serve as an ex-officio member.

BE IT FURTHER RESOLVED, that the following Advisory Committees be established to assist in the work of the Board of Directors:

A. COMMUNITY ENGAGEMENT ADVISORY COMMITTEE.

1. Description. In support of the Board’s strategic focus on Community Leadership & Engagement, this committee will advise the Board on methods to foster neighborhood and community involvement by regularly engaging the diverse elements of the community on issues and opportunities that impact Reston.

2. Responsibilities.

   i. Facilitate the collection and exchange of information between the Association and Reston's residential property owners and managers including but not limited to Clusters, Condominiums, Apartments, and neighborhood groups on issues related to governance, property management, maintenance, and revitalization.
ii. Promote collaboration among and within neighborhoods by identifying and implementing approaches to increase engagement.

iii. Encourage involvement of community members in RA programs, services, initiatives and community activities.

iv. Establish and help the Association implement a comprehensive multi-year community engagement plan.

v. Serve as ambassadors to the community as part of the Association’s efforts to reimage the organization.

B. ENVIRONMENTAL ADVISORY COMMITTEE.

1. Description. This committee advises the Board on the ecologically sound management of the Association’s environmental resources, including its waters, natural areas and wildlife.

2. Responsibilities.

   i. Investigate initiatives, issues and concerns related to the Association’s-environmental resources.
   ii. Develop and evaluate management strategies for the protection, enhancement, and use of environmental resources, and recommend modifications to the Board of Directors and the Chief Executive Officer (CEO), as necessary and appropriate.
   iii. Work to develop initiatives to optimize Members’ appreciation of and participation in managing and enhancing the Association’s natural areas and increase Member understanding of and response to environmental concerns.

C. PARKS & RECREATION ADVISORY COMMITTEE.

1. Description. This committee advises the Board of Directors on: a) the sound management and development of facilities and amenities for Association members; b) the delivery of Association sponsored or co-sponsored recreation/leisure activities and services; and c) prioritizing funding for capital improvements and recreation services.

2. Composition. This committee is envisioned to be composed of representatives from a broad cross section of recreation user groups, including but not limited to football, baseball, basketball, lacrosse, soccer, tennis, swimming, running, triathlons.

   Responsibilities.

   i. A review and evaluation of Common Area facility levels of service and utilization, and the desirability of adding/converting/modifying or eliminating facilities and services.
   ii. An assessment of park and recreation needs
   iii. Identifying opportunities for funding and/or partnerships to implement facility and program improvements.
   iv. An evaluation of existing programs for the purpose of recommending new programs, changes to existing programs, or the elimination of programs.

Committees Resolution 5: Board Advisory Committees

July 31, 2014

December 18, 2014
v. In coordination with the Association's Department of Parks & Recreation, an exploration of initiatives that will optimize Members' use of Common Area facilities, programs, and services.
vi. A community engagement initiative designed to involve members in parks and recreation planning and evaluation activities.

vii. An annual update and prioritization of the Association’s Parks & Recreation Capital Improvements Plan.

D. 55+ ADVISORY COMMITTEE.

1. Description. This committee advises the Board on how to enhance the general welfare and well-being of the Association's Senior Adults (55 and over) through the promotion and support of Association programs and leisure services.

2. Responsibilities.

i. Advocates on behalf of and for the Association’s Senior Adults and encourages them to participate in community meetings, public hearings, and other events.

ii. Coordinates with area recreation providers and organizations, and encourages information exchange.

iii. Reviews and evaluates the Association’s Senior programs, activities, facilities, services, and needs recommending modifications to the Board of Directors and the CEO, as necessary and appropriate.

a. Composition. This committee may be composed of representatives from Reston’s senior living and/or health care centers including but not limited to Hunters Woods Fellowship House, Tall Oaks of Reston, Lake Anne Fellowship House, Sunrise Assisted Living, Thoreau Place, INOVA Health Care, Reston Hospital Center; and Members who are 55 years and over.

E. TENNIS ADVISORY COMMITTEE.

1. Description. This committee advises the Board of Directors on the sound management and development of the Association's tennis programs and facilities.

2. Responsibilities.

i. Reviews and evaluates the Association’s tennis facility maintenance standards.

ii. Reviews and evaluates the Association’s tennis facility usage patterns and program needs recommending modifications to the Board of Directors and the CEO, as necessary and appropriate.

iii. Identifies opportunities for funding partnerships/ventures for programming, as well as facility construction and maintenance.
F.E. TRANSPORTATION ADVISORY COMMITTEE.

1. **Description.** This Committee advises the Board of Directors on transportation issues as they relate to promoting the peace, health, comfort, safety and general welfare of the Association’s Members and protecting the value of all property subject to the Amended Reston Deed.

2. **Responsibilities.** As modifications are made to transportation systems serving Reston (rail, highway, pedestrian, bicycle traffic) by the federal, state, and/or county governments to meet both current and prospective user demand it will be the responsibility of the committee to:

   i. Keep abreast of actions to be taken or proposed to be taken by all groups overseeing transportation projects (such as LINK, Virginia Department of Transportation, Fairfax County, Washington Metropolitan Area Transit Authority, etc.) and their respective roles, responsibilities, committees, hearing and actions with regard to these projects in Reston for the purpose of identifying potential impact(s) to the Association’s Members and the Reston community; and

   ii. Make recommendations to the Board as to what actions, if any, the Association should take with regard to transportation issues and/or projects in the Reston Community.

G.F. PEDESTRIAN & BICYCLING ADVISORY COMMITTEE.

1. **Description.** This committee advises the Board of Directors on the sound development, management, and safe use of Reston’s pedestrian and bicycle systems as they relate to infrastructure improvements, accessibility, and promoting the benefits of these systems.

2. **Responsibilities.**

   i. In coordination with private and public entities, governmental agencies, and citizens, evaluate and provide recommendations regarding necessary improvements to, changes to, or funding for Reston’s pedestrian and bicycle systems/facilities.

   ii. Assist in developing priorities for funding improvements of such systems.

   iii. Encourage utilization of pedestrian and bicycle systems for transportation and recreation.

   iv. Evaluate safety concerns and develop recommendations for implementation and public education.

**ATTEST:** Resolution was adopted at a Regular Meeting of the Reston Association’s Board of Directors held on December 14, 2006; and amended on June 28, 2007; December 18, 2008; May 28, 2009; July 29, 2010; September 23, 2010; June 26, 2014; and July 31, 2014; and December 18, 2014.
Consent Calendar Item 6

Testimony to Fairfax County Planning Commission on Effect of New RA Land Use Review Process – A Case Study: Lake Anne Redevelopment Project

Cate Fulkerson, Chief Executive Officer
CONSENT CALENDAR ITEM SUMMARY
December 18, 2014

CONSENT CALENDAR ITEM 6: Testimony to Fairfax County Planning Commission on Effect of New RA Land Use Review Process – A Case Study: Lake Anne Redevelopment Project
PRESENTER: Cate Fulkerson, Chief Executive Officer

Board Motion: Move to approve staff’s proposed testimony before the Fairfax County Planning Commission regarding the Association’s new Land Use Review Process as related to the Lake Anne Development Partners - Crescent Apartments/Lake Anne Center Redevelopment project.

BACKGROUND
In an effort to highlight the success of the Association's new process of providing input and comment on development/redevelopment projects in Reston, staff seeks the Board's approval to provide testimony before the Fairfax County Planning Commission on January 8, 2015; and, ultimately, Board of Supervisors when scheduled, on the experience it has had with Lake Anne Development Partners on the Crescent Apartments/Lake Anne Center Redevelopment project.

See attached for proposed testimony.
I am Cate Fulkerson, CEO for the Reston Association. Our offices are located at 12001 Sunrise Valley Drive, in Reston. I am speaking on behalf of the Association which is comprised of 21,346 residential units and a population of over 60,000 people to provide comments regarding the redevelopment of The Crescent Apartments and Lake Anne Village Center.

As you may be aware, this area represents the initial vision of Reston’s founder Robert E. Simon - a place where people live, work, play, shop and socialize without having to get into a vehicle. Interestingly, this 50-year old mixed use development was ahead of its time. And now, this type of development has become the standard model in community revitalization across the county.

Concerning the plan before you this evening; which has been many years in the making, Reston is offered a glimpse of things to come. The Reston Association and its members have been involved in the planning and design of the application before you, and while not without some controversy, I am here this evening to support the application.

In June of this year, Reston Association put in place internal procedures to ensure the Association’s interests are considered in redevelopment. Specifically, our policy was designed to enable RA staff and committees to provide meaningful input very early on in the review of an application. The County’s review process, the Reston Planning & Zoning review process, and opportunities for input by individuals have not changed.

The Lake Anne Development Partners team was the test case for Reston Association’s new process of review and input.

I thank them for their willingness to participate in our new process. Time and time again they attended meetings, provided plan updates, and listened actively to the varied opinions presented to them. They attempted to incorporate as many community suggestions as feasible.

Now, while we appreciate LADP’s willingness to participate in Reston Association’s new land development review process, we are even more thankful to Hunter Mill District Supervisor Hudgins and the County Planning Staff for their help in refining our new procedures so that they are valuable to all parties without adding additional burdens or delay.

The Reston Association supports this revitalization plan for Lake Anne – the place where it all started, and as Reston gets poised for its second round of growth, the place where it starts again.

I thank you for your time tonight, and your favorable consideration of the application, before you.

Updated by Legal Counsel: 12/11/14
Consent Calendar Item 8


Ken Knueven, President
CONSENT CALENDAR ITEM SUMMARY
December 18, 2014

CONSENT CALENDAR ITEM 8: Community Engagement Advisory Committee Work Plan for 2015
PRESENTER: Ken Knueven, President

Board Motion: Move to approve the 2015 work plan of the Community Engagement Advisory Committee.

BACKGROUND
During their October and November 2014 meetings, the Community Engagement Advisory Committee (CEAC) worked to prepare the attached DRAFT 2015 work plan for review by the Board Planning Committee and Board of Directors.

The initiatives on the CEAC draft work plan were developed based on the committee's analysis of the community surveys conducted in 2013 (attached) and support the following Strategic Board Action adopted by the Board of Directors on March 10, 2014:

*Review output from both of the community surveys conducted in 2013 and identify three (3) actions that can be undertaken in the 2014/2015 budget cycle to increase the effectiveness of our engagement with Reston's diverse membership.*

On December 8, 2014, Colin Mills, Chair of the CEAC, presented the draft work plan to the Board Planning Committee, and no amendments were made to the document.

*Please see attached work plan and analysis of community surveys.*

BOARD AUTHORITY
In accordance with Committees Resolution 4; Board Committees, an advisory committee "will submit [its] annual work plan to the BPC for review prior to it being forwarded to the Board of Directors for review and approval."

Also note that "the Board of Directors may, by a majority vote, task a committee with activities in addition to those included in its annual work plan."

BUDGET IMPACT
No budget impact is anticipated at this time.

STAFF RECOMMENDATION
Staff recommends approval of the draft 2014-2015 work plan for the Community Engagement Advisory Committee.
COMMUNITY ENGAGEMENT ADVISORY COMMITTEE

Description. In support of the Board’s strategic focus on Community Leadership & Engagement, this committee will advise the Board on methods to foster neighborhood and community involvement by regularly engaging the diverse elements of the community on issues and opportunities that impact Reston.

Responsibilities.

i. Facilitate the collection and exchange of information between the Association and Reston's residential property owners and managers including but not limited to Clusters, Condominiums, Apartments, and neighborhood groups on issues related to governance, property management, maintenance, and revitalization.

ii. Promote collaboration among and within neighborhoods by identifying and implementing approaches to increase engagement.

iii. Encourage involvement of community members in RA programs, services, initiatives and community activities.

iv. Establish and help the Association implement a comprehensive multi-year community engagement plan.

v. Serve as ambassadors to the community as part of the Association’s efforts to reimage the organization.

New Initiatives for 2015

<table>
<thead>
<tr>
<th>Strategic Goal &amp; Objective</th>
<th>Action Step to Achieve Objective</th>
<th>Anticipated Completion Date</th>
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</tr>
</thead>
</table>
| Community Leadership & Engagement: To be the leader, representing Reston’s interests, promoting partnerships, and fostering community involvement. Objective 1 – Regularly engage the diverse elements of the community on issues and opportunities that impact Reston. | Design, promote and implement a "Reston 101" program for orienting Reston residents to the opportunities and services offered by Reston Association as well as "how-to" tips for living in Reston.  
  a. In the program, cover topics such as who to contact at RA for what, covenants compliance, assessments, etc.  
  b. Create a "Reston Cheat Sheet" as part of the program materials.  
  c. Determine best relationship between "Reston 101" and Newcomer's Night.  
  d. Defining "Reston", help members understand what the community is. | October 2015 |        |
### Community Leadership & Engagement

To be the leader, representing Reston’s interests, promoting partnerships, and fostering community involvement.

**Objective 1 – Regularly engage the diverse elements of the community on issues and opportunities that impact Reston.**

2. Strategically plan and implement programs and opportunities for Reston residents ages 10-20.
   - a. Create opportunities for journalism students in local high schools to write for Reston Magazine.
   - b. Engage with teachers and school administration in local middle and high schools to plan programs focused on the local community, including but not limited to Reston-themed student competitions.
   - c. Explore the possibility of creating new Reston Association programs and services geared towards Reston residents ages 10-20.

3. Conduct conclusive research on which languages are spoken in Reston, where, and by how many people.
   - a. Identify the best means for engaging and communicating with non-English speaking Reston residents.

### Technology

To actively meet the needs of our Members, staff and the community through the use of technology.

**Objective 2 – Continuously use integrated technologies to improve service delivery, including more efficient and timely communication and faster financial transactions.**

4. Expand Reston outreach by expanding the number of social websites Used by RA
   - a. Explore the possibility of creating themed Reston Association Facebook pages with targeted audiences and relevant content (e.g. Reston Home Improvement, Reston Teens, Reston en Español, etc.)
On-going Committee Activities

In addition to the proposed New Initiatives, the following are some of the on-going/cyclical activities of the Community Engagement Advisory Committee:

- Regularly attend Reston Cluster meetings and special events. *(Related committee responsibilities: i. Facilitate the collection and exchange of information between the Association and Reston’s residential property owners and managers; ii. Promote collaboration among and within neighborhoods by identifying and implementing approaches to increase engagement; v. Serve as ambassadors to the community as a part of the Association’s efforts to reimage the organization.)*

- Assist the Covenants Department with its workshops and community events by helping to advertise, staff volunteers, and organize logistics. *(Related Strategic Objective: Community Leadership & Engagement Objective 1, Regularly engage the diverse elements of the community on issues and opportunities that impact Reston. Related committee responsibility: ii. Promote collaboration among and within neighborhoods by identifying and implementing approaches to increase engagement.)*

- When requested, collaborate with and support other advisory committees in their efforts engage the community on issues and opportunities that impact Reston. *(Related Strategic Objective: Community Leadership & Engagement Objective 1, Regularly engage the diverse elements of the community on issues and opportunities that impact Reston)*

- Increase Reston Association’s presence at community events including but not limited to farmers markets, festivals, and community forums. *(Related committee responsibilities: iii. Encourage involvement of community members in RA programs, services, initiatives and community activities; v. Serve as ambassadors to the community as a part of the Association’s efforts to reimage the organization.)*

- Regularly collect input from the community on issues and opportunities that impact Reston. *(Related Strategic Objective: Community Leadership & Engagement Objective 1, Regularly engage the diverse elements of the community on issues and opportunities that impact Reston)*
**Objective:**
As an advisory committee, the CEAC has been tasked to assist the RA Board of Directors achieve the objective below:

**Strategic Area of Focus:** COMMUNITY LEADERSHIP & ENGAGEMENT: To be the leader, representing Reston’s interests, promoting partnerships, and fostering community involvement.

**Board Selected Priority:** Objective 1 - Regularly engage the diverse elements of the community on issues and opportunities that impact Reston.

**Strategic Board Action:** Review output from both of the community surveys conducted in 2013 and identify three (3) actions that can be undertaken in the 2014/2015 budget cycle to increase the effectiveness of our engagement with Reston’s diverse membership.

The compiled feedback from the survey review process.

**Multi-family housing:**

- Provide more information to the residents: use management companies to distribute printed copies of RA News, information about how to sign up and/or view the information online. Maybe a postcard sized item that can be left near their mailboxes/mailrooms?
- Explore other similar communities to Reston, who may be engaging their apartments and cluster-like communities successfully? We might learn from them, if we can identify those communities, and build off of what’s already working.
- A campaign of outreach to apartment members to let them know what RA is and what services/programs/events we offer, and to make sure they know that they are members.

**Communicating with a diverse population:**

- As for the language barrier issue(s), can we engage with George Mason or another college/university for students who may need volunteer hours? How do libraries handle communicating with the various languages? County?
- RA make translators and/or translated materials available for some of the main non-English languages spoken in Reston.
- Another barrier to involvement is finding the best channels to communicate with members. Conduct a survey to see how our members prefer to read community information and then enhancing our communication via those channels.
- Keep RA connected- Be more active in social media like twitter, Tumblr, Instagram, and potentially Snapchat. Twitter would be used to inform people of future and current events. Tumblr could be used to write medium to large articles about past events. Instagram could be used to picture Reston nature events and people in the events that are on Instagram with an emphasis on young people. Snapchat would be potentially used to show the fun side of RA, its employees and its participants.
- Incorporating young people - Establish a youth engagement committee comprised of teens from local middle and high schools that will look at ways that will attract members of their age group to be more active in RA activities and programs.
One idea would be to use the yearbook or newspaper clubs, or classes in the high schools to help in the RA Quarterly magazine. It will incorporate and introduce young people into RA and it will provide a free, but more importantly constant source of work for the magazine. It should also count for community service which most teens seek. (Reston magazine)

Another idea would be to begin and "open mic night" event by RA that lets young Singes, rappers, and poets. This would not only provide a stage for young people to show off their talents, but it will add RA to the calendar of young people in the community at a much younger age.

Community as a whole

- Covenants Enforcement- Covenants enforcement is ranked 9 out of 10 on priorities for Reston, and 4th lowest rating for "Services Provided". The older Hunter Woods area homes are reaching the point where covenants enforcement and reinvestment in sidewalks and drainage areas is needed. If RA continues to be unable to do this due to staffing issues, perhaps our group can publicize this and ask clusters for help.
- Lighting and Safety - There isn’t a specific citation, but there are a lot of areas where "street lighting," "safety after dark in my neighborhood" and similar comments are lower rankings. I don’t want Reston "lit up like a parking lot," and support dark skies initiatives and the like. Perhaps we need to explain/advertise why Fairfax and Reston don’t just add streetlights everywhere.
- Mix of Housing Types- On page 33, the first paragraph indicates that 1 in 10 respondents felt that a "mix of housing types for all" was "not at all important." This fact, coupled with the statements that people don’t know about retiring in Reston, indicates that Robert Simon’s goal of people growing up and living through various life stages all within Reston isn’t well known. Hopefully continued influence by Fairfax on developers will continue the mixed development, lower-income housing, and various price ranges can continue.
- Trails are very important to residents as is safety (and lighting ties into that). While I think we do a good job of maintaining the trails, maybe a focus looking at the opportunities to improve lighting in areas that are very dark?
- When so many people indicate that they are "too busy" to participate, it’s hard to know what to do, other than finding out how they are spending their time (i.e. commuting, with children, etc.) and then trying to deliver the message of Reston Association to them, where they are. That also begs the question of what our message is to those people who are too busy - meaning, if they already feel like they don’t have time to pay attention to RA, then why would they want to take advantage of some of the most prominent services like parks/recreation? Or, are we trying to deliver a service they may be looking for already, but not know that RA provides it?
- Keep citizens active- Organize a carpool program to have members that are not able to attend RA meetings or events. We could also provide age-specific RA lead “Nature Walks” both for exercise and exploration purposes to “Xplor Reston”
- One theme that emerges across the surveys is members’ concern and interest in the future direction and growth of Reston. Relatively, they value Reston’s natural and environmental qualities and want to see them protected. RA should host a series of forums on Reston’s future and how RA is involved in protecting members’ interests (i.e. last year’s joint RA/RCA/ARCH forum on the Master Plan revisions) To address the second point, perhaps RA could have a campaign highlighting its role in protecting Reston's environment and encouraging members to get more involved.
Consent Calendar Item 9

Pedestrian & Bicycling Advisory Committee Work Plan for 2015
Ken Knueven, President
CONSENT CALENDAR ITEM SUMMARY  
December 18, 2014

CONSENT CALENDAR ITEM 9:  Pedestrian & Bicycling Advisory Committee Work Plan for 2015  
PRESENTER:  Ken Knueven, President

Board Motion: Move to approve the 2015 work plan of the Pedestrian & Bicycling Advisory Committee.

BACKGROUND  
During their October and November meetings, the Pedestrian & Bicycling Advisory Committee (PBAC) worked to prepare the attached DRAFT 2015 work plan for review by the Board Planning Committee and Board of Directors.

On December 8, 2014, Kelley Westenhoff, Chair of the PBAC, presented the draft work plan to the Board Planning Committee, which made a few minor amendments to the document.

See the attached draft work plan, including BPC amendment.

BOARD AUTHORITY  
In accordance with Committees Resolution 4; Board Committees, an advisory committee “will submit [its] annual work plan to the BPC for review prior to it being forwarded to the Board of Directors for review and approval.”

Also note that “the Board of Directors may, by a majority vote, task a committee with activities in addition to those included in its annual work plan.”

BUDGET IMPACT  
No budget impact is anticipated at this time. However, the PBAC plans to submit to the Board of Directors, in keeping with Item #6, a Budget Suggestion Form for the 2016-2017 Budget including a recommendation to fund the final completion of RA’s trail marking project.

STAFF RECOMMENDATION  
Staff recommends approval of the draft 2014-2015 work plan for the Pedestrian & Bicycling Advisory Committee.
**PEDESTRIAN & BICYCLING ADVISORY COMMITTEE**

**Description.** This committee advises the Board of Directors on the sound development, management, and safe use of Reston’s pedestrian and bicycle systems as they relate to infrastructure improvements, accessibility, and promoting the benefits of these systems.

**Responsibilities.**

- i. In coordination with private and public entities, governmental agencies, and citizens, evaluate and provide recommendations regarding necessary improvements to, changes to, or funding for Reston’s pedestrian and bicycle systems/facilities.
- ii. Assist in developing priorities for funding improvements of such systems.
- iii. Encourage utilization of pedestrian and bicycle systems for transportation and recreation.
- iv. Evaluate safety concerns and develop recommendations for implementation and public education.

**New Initiatives for 2015**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Change &amp; Opportunity: To promote the Essential Elements of Reston as standards for the development, redevelopment, and revitalization of our community. Objective 2 - Continuously advocate for an increase in the number of multi-modal transportation facilities in the Reston community.</td>
<td>1. Examine results of the recent community survey for issues relevant to walking and bicycling in Reston to generate possible new initiatives for this or the following year.</td>
<td>March 2015</td>
<td></td>
</tr>
<tr>
<td>Change &amp; Opportunity: To promote the Essential Elements of Reston as standards for the development, redevelopment, and revitalization of our community.</td>
<td>2. Advocate for the adoption of the Countywide Master Bike Plan (CMBP) and the implementation of specific CMBP items in Reston.</td>
<td>November 2014</td>
<td>Completed</td>
</tr>
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AND

Community Leadership & Engagement: To be the leader, representing Reston’s interests, promoting partnerships, and fostering community involvement.

Objective 2 – Continuously advocate Reston’s interests to and with key stakeholders of our community.
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| **Change & Opportunity:** To promote the Essential Elements of Reston as standards for the development, redevelopment, and revitalization of our community.  
**Objective 2 – Continuously advocate for an increase in the number of multi-modal transportation facilities in the Reston community.**  
AND  
**Community Leadership & Engagement:** To be the leader, representing Reston’s interests, promoting partnerships, and fostering community involvement.  
**Objective 2 – Continuously advocate Reston’s interests to and with key stakeholders of our community.**  
AND  
**Sustainability & Community Viability:** To effectively manage all resources, resulting in a sustainable and viable community.  
**Objective 2 – Continuously protect, enhance and restore environmental resources.** | 3. Apply feedback received from the most recent Bicycle Friendly Community application, including, but not limited to:  
a. Evaluate existing bike parking and develop standards for future bike parking, as well as artistic options, if possible, in collaboration with IPAR.  
b. Work with schools to support Safe Routes to School Program (SRTS) such as International Walk to School (Oct) and Bike to School (May) Days.  
c. Develop Bikes Mean Business presentation and explore opportunities to present.  
d. In partnership with RA staff, develop commuter bike skills and adult learn-to-ride classes in order to increase the number of confident cyclists in Reston. | November 2015                           |        |
| **Programs & Services:** To provide high quality programs and services to meet the needs of the Reston community.  
**Objective 3 – As appropriate, develop cost-effective new programs and services.** | 4. Develop and propose for consideration by the Board of Directors in conjunction with their consideration of the 2016-2017 biennial budget a clearinghouse entity (e.g. BikeReston), under which the various Reston bicycle programs can be managed and promoted. (Currently, the various Reston bicycle programs are managed by PBAC committee members and RA staff as well as community members, which has created inefficiency and miscommunication. A single entity responsible for the coordination, promotion, and execution of these programs would significantly increase their value in the community.) | April 2015                  |        |
<p>| <strong>Committee Responsibility #1:</strong> In coordination with private and public entities, governmental agencies, and citizens, evaluate and provide recommendations regarding necessary improvements to, changes to, or funding for Reston’s pedestrian and bicycle systems/facilities. | 5. Update Reston on Foot and Bicycle in light of Silver Line opening and passage of CMBP.                                                                                                                                                     | October 2015                |        |</p>
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<tbody>
<tr>
<td>Committee Responsibility #3: Encourage utilization of pedestrian and bicycle systems for transportation and recreation</td>
<td>6. Establish and provide to the Board a comprehensive plan for completing the marking of RA’s trails, including projected time and financial resources required by the Association (as well as alternative sources of financing, such as grant opportunities), with estimated completion by 2020.</td>
<td>April 2015</td>
<td></td>
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**On-going Committee Activities**

In addition to the proposed New Initiatives, the following are some of the on-going/cyclical activities of the Pedestrian & Bicycling Advisory Committee:

- Assist Reston Association in advocating Reston’s interests with county and state governments. *(Related Strategic Objectives: Change & Opportunity Objective 2, Continuously advocate for an increase in the number of multi-modal transportation facilities in the Reston community; Community Leadership & Engagement Objective 2, Continuously advocate Reston’s interests to and with key stakeholders of our community.)* *(Related committee responsibility: i. In coordination with private and public entities, governmental agencies, and citizens, evaluate and provide recommendations regarding necessary improvements to, changes to, or funding for Reston’s pedestrian and bicycle systems/facilities.)*

- Continue to coordinate with the Community Engagement Advisory Committee (former CAC & RNAC) and others to help develop a sidewalk/walkway snow clearance plan for the 2015 winter season. *(Related Strategic Objectives: Community Leadership & Engagement Objective 1, Regularly engage the diverse elements of the community on issues and opportunities that impact Reston.)*
Consent Calendar Item 10

Environmental Advisory Committee Work Plan for 2015
Ken Knueven, President
CONSENT CALENDAR ITEM SUMMARY

December 18, 2014

CONSENT CALENDAR ITEM 10: Environmental Advisory Committee Work Plan for 2015

PRESENTER: Ken Knueven, President

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Board Motion: Move to approve the 2015 work plan of the Environmental Advisory Committee.

BACKGROUND
During their October and November meetings, the Environmental Advisory Committee (EAC) worked to prepare the attached DRAFT 2015 work plan for review by the Board Planning Committee and Board of Directors.

On December 8, 2014, Sue Beffel, Chair of the EAC, presented the draft work plan to the Board Planning Committee, which suggested one amendment to the document.

See the attached draft work plan, including BPC amendment.

BOARD AUTHORITY
In accordance with Committees Resolution 4; Board Committees, an advisory committee “will submit [its] annual work plan to the BPC for review prior to it being forwarded to the Board of Directors for review and approval.”

Also note that “the Board of Directors may, by a majority vote, task a committee with activities in addition to those included in its annual work plan.”

BUDGET IMPACT
No budget impact is anticipated at this time.

STAFF RECOMMENDATION
Staff recommends approval of the draft 2014-2015 work plan for the Environmental Advisory Committee.
**ENVIRONMENTAL ADVISORY COMMITTEE.**

**Description.** The Environmental Advisory Committee advises the Board on the ecologically sound management of the Association’s environmental resources, including its waters, natural areas and wildlife.

**Responsibilities.**

a. Investigate initiatives, issues and concerns related to the Association’s environmental resources.

b. Develop and evaluate management strategies for the protection, enhancement, and use of environmental resources, and recommend modifications to the Board of Directors and the Chief Executive Officer (CEO), as necessary and appropriate.

c. Work to develop initiatives to optimize Members’ appreciation of and participation in managing and enhancing the Association’s natural areas and increase Member understanding of and response to environmental concerns.

### New Initiatives for 2015

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<tr>
<td><strong>Change &amp; Opportunity:</strong> Objective 1, Prepare Reston Association (RA) to incorporate additional residential and mixed use properties into the Association, as development occurs, <strong>AND</strong> Objective 3, By 2013 establish procedures that will ensure Reston Association’s interests are considered in redevelopment and revitalization of our community.</td>
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<tr>
<td><strong>Sustainability &amp; Community Viability:</strong> Objective 2, Continuously protect, enhance, and restore environmental resources.</td>
<td>1. In coordination with the Design Review Board and other advisory committees, participate in the process of developing new urban design guidelines and reviewing existing design guidelines.</td>
<td>December 2015</td>
<td></td>
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<tr>
<td>Strategic Goal &amp; Objective</td>
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<tr>
<td>Change &amp; Opportunity: Objective 3, By 2013 establish procedures that will ensure Reston Association's interests are considered in redevelopment and revitalization of our community.</td>
<td>2. Participate in the development of Phase 2 of the Reston Master Plan Special Study, by advising the Board of Directors and attending community meetings, to ensure inclusion of environmental concerns and best practices.</td>
<td>When Phase 2 of RMPSS is completed</td>
<td></td>
</tr>
<tr>
<td>Sustainability &amp; Community Viability: Objective 2, Continuously protect, enhance, and restore environmental resources</td>
<td>3. Advise the Board of Directors on the application of sustainable design principles for the planning of the Central Services Facility renovation scheduled for 2016.</td>
<td>December 2015</td>
<td></td>
</tr>
<tr>
<td>Sustainability &amp; Community Viability: Objective 2, Continuously protect, enhance, and restore environmental resources</td>
<td>4. Review and consider updating the &quot;Banned 8&quot; list of invasive exotic plants in Reston.</td>
<td>April 2015</td>
<td></td>
</tr>
<tr>
<td>Change &amp; Opportunity: Objective 1, Prepare Reston Association (RA) to incorporate additional residential and mixed use properties into the Association, as development occurs, AND Objective 3, By 2013 establish procedures that will ensure Reston Association's interests are considered in redevelopment and revitalization of our community.</td>
<td>5. Develop a question-based framework for considering development and redevelopment projects in Reston.</td>
<td>January 2015</td>
<td>Complete</td>
</tr>
</tbody>
</table>
On-going Committee Activities

In addition to the proposed New Initiatives, the following are On-going/Cyclical Activities of the Committee:

1. Together with the Sustainability Working Group, RA staff and legal counsel, continue efforts on drafting the Sustainability Charter and begin work on goals 3 and 4 (review of RA Governing Documents and development of Sustainability Implementation Plan) as directed by the RA Board on March 28, 2013. **Strategic Area of Focus: Sustainability & Community Viability, Change & Opportunity.**

1.2. Work with staff and other advisory committees to engage relevant community groups and members concerning the sustainable care of RA natural areas, cluster/condo common areas and homeowner yards. **Strategic Area of Focus: Sustainability & Community Viability, Community Leadership & Engagement.**

2.3. Advise the Board, as appropriate, on the environmental effects of increased density and transit-oriented development or other activities on Reston’s watershed, natural areas, wildlife, and land use. **Strategic Area of Focus: Sustainability & Community Viability, Change & Opportunity.**

3.4. Request and review an annual update on Reston Association’s energy conservation program and advise the Board as appropriate. **Strategic Area of Focus: Sustainability & Community Viability.**

4.5. Take part in, and bring environmental information to RA-sponsored activities such as Potomac Watershed Clean-up Days, Earth Day, Arbor Day, Halloween Trail, Habitat Heroes, Spring Festival, etc. **Strategic Areas of Focus: Sustainability & Community Viability, Community Leadership & Engagement.**

5.6. As part of the RA Development Plan Review Group, participate in the review and comment process for development and redevelopment projects in Reston. **Strategic Areas of Focus: Change & Opportunity, Sustainability & Community Viability.**
Consent Calendar Item 11

Corrective Amendment to Deed
Ken Chadwick, Esq., Legal Counsel
CONSENT CALENDAR ITEM SUMMARY
December 18, 2014

CONSENT CALENDAR ITEM 11: Corrective Amendment to Deed
PRESENTER: Ken Chadwick, Esq., Legal Counsel

**Board Motion:** Move to approve the preparation, execution, and recording of a Corrective Amendment to the Reston Deed, Article VI, Section VI.4 (b), to correct an inconsistency in the method by which Notice is provided to affected Owners and to provide that Notice pursuant to that section is to be provided, not by publication, but by written Notice delivered or mailed to the last known address of the Member, consistent with Article I, Section I.1 (bb) 2; and to authorize the President of the Association to execute the Corrective Amendment, once prepared, pursuant to Article VIII, Section VIII.2 (f) of the Reston Deed and Section 55-515.2. F. of the Virginia Property Owners Association Act.

**BACKGROUND**
Legal Counsel and Staff have become aware of an incorrect reference creating an inconsistency in Article VI, Section VI.4 (b). Currently that provision of the Reston Deed states that Notice from the Association to affected Owners is to be provided by means of publication consistent with Section I.1 (bb) (1). This reference to Section I.1 (bb) (1) in Section VI.4 (b) is incorrect, not compatible with the original intent of the previously proposed amendments, and inconsistent with the method of Notice provided by the Association in other situations regarding affected Owners.

Notice to affected Owners should not be provided by general publication in a newspaper but by written notice directed to them, personally, at their last known address, which was the original intent of the drafters of the proposed original amendments to the Reston Deed. Generally, personal notice is always the preferred method of providing notice of any kind over the alternative method of indirect notice by publication because the affected Owner is more likely to receive the written personal notice addressed to the last known address, than not. Accordingly, this Corrective Amendment is necessary and appropriate to correct the misnomer contained in Section VI.4 (b), to clear up the inconsistency, and to insure that affected Owners obtain the proper Notice intended under the governing documents.

**BOARD AUTHORITY & STAFF RECOMMENDATION**
In accordance with Article VIII, Section VIII.2 (f) and 55-515.2 F. of the Virginia Property Owners Association Act, the Board of Directors, by a vote of two-thirds of the Board of Directors, can authorize the President "to unilaterally sign and record a corrective amendment to correct a mathematical mistake, an inconsistency, or a scrivener’s error, or clarify an ambiguity in the Deed with respect to an objectively verifiable fact.” Legal Counsel and Staff recommend that the Board approve a corrective amendment to correct the reference in Section VI.4 (b) to appropriately provide the affected Owners with written notice delivered or mailed to the last known address of the Member in accordance with Section I.1 (bb) (2).
Item H

November 2014 CEO/Management Report
Chief Executive Officer Cate Fulkerson

The materials for this item will be made available prior to the December 18, 2014 Regular Board of Directors meeting.
There is much going in the organization at this time year as we prepare our facilities for the cold winter months, respond to resident questions after receiving annual Assessment notices, and prepare for the 2015 program season. This month, however, I want to focus on thanking my staff for a job well done and recognizing them for their length of service to the organization, note promotions, welcome new staff, and celebrate this year’s best among them.  – Cate L. Fulkerson, CEO

Your Staff Leadership Team: Over the course of the year there have been many changes to the Senior Leadership Team – promotions, retirements, and new chapters established elsewhere.

With the promotion of Mike McNamara to the position of Deputy Director of Maintenance, replacing Brian Murphy who was with the Association for over 40 years, your leadership team is now complete. As you will see from the brief write-up below under Staff Changes, we are fortunate to have the talent to promote from within. Mike is now considered a part of our Senior Leadership Team along with Laura Kowalski, our Deputy Director of Recreation Services. The other members of the team include:

- Larry Butler, Senior Director of Parks, Recreation & Community Resources
- David Harris, Chief Financial Officer
- Kirsten Carr, Director of Communications & Community Resources
- Anna Varone, Director of Covenants Administration
- Melissa Kelley, Director of Administration & Human Resources

Although not a member of the RA staff, I include in this list our Legal Counsel, Ken Chadwick and Wil Washington. They help keep us on the straight and narrow, reminding us all of our fiduciary duties, and advising us on "best practices" related to community management.

I am honored to have this dedicated team of individuals who are committed to upholding the Vision, Mission and Core Values of our organization – Service, Innovation, Stewardship, Collaboration and Leadership.

With them, we have a strong and cohesive leadership team, ready to take Reston in to the next 50 years.

Staff Promotions, New Faces, and Retirements:

Promotion - I am pleased to announce the promotion of Mike McNamara as Deputy Director of Maintenance. With over 21 years at RA, Mike has a wealth of knowledge about the Association, starting with his first job as mowing crew leader. As the Deputy Director of Maintenance, we look forward to his continued success with and experienced guidance of the Maintenance staff, as well as his sense of humor!

New Faces – New to the Association is Dan Merenick, who began as Camp Program Manager last month. Dan comes to us with over 15 years of experience in recreational programming, membership engagement, community outreach, marketing and fundraising – to name a few. He spent the last five years working for the YMCA in the positions of Member Engagement Director and Community Marketing Director.
Also, Member Services is happy to welcome Reston resident Karen Berry as a Member Services Representative. Karen comes to us with 20 years of experience in marketing, customer service, and event management, ensuring customer needs are met and exceeded. She has a passion for relationship building and community involvement, including volunteering for Sustainable Reston and leading a girl scout troop at Lake Anne Elementary. Karen most recently worked as Facility Operations Supervisor at Lifetime Athletic in Reston, and prior to that spent over 10 years as a marketing director for a local commercial real estate company.

Retirement - It is with mixed emotions that we announce the departure of Reston Association’s tennis program manager, Mary Conaway. On the sad end, The Association is losing an experienced and enthusiastic employee; however, on the happy end Mary is chasing her passion! She will be working though most of February 2015, at which time she will begin a new chapter in her life as a health and wellness coach in the greater Reston area. Mary started with RA in the Covenants Department and moved into one of her other passions – tennis. She has grown the game of tennis in Reston with people of all ages, has brought national and regional accolades from the United States Tennis Association (USTA) to her and Reston tennis, and she has made many friends along the way. She will be helping Laura and Larry through the transition period to find her replacement. Please take the time to wish her well in her new and exciting endeavor!

Employee Service Awards: At our annual RA Staff Holiday Luncheon we honored and recognized the following employees for their length of service to the organization: Sophie Nobbe, Accounting (A/R) Manager – 25 years of service; Rita Gaumer, Accounting Technician/Payroll – 20 years of service; Mary Conaway, Tennis Manager and Laura Kowalski, Deputy Director of Recreation Services – both 15 years of service; Keeyana Thaxton, Administrative Services Coordinator and Maria Vega, Pathway Maintenance Worker – both 10 years of service; Liz Badley, CSF Administrative Assistant and Willa Whitacre, Aquatics Program Manager – both 5 years of service.

2014 Employee of the Year: Each year Reston Association (RA) honors an employee who has invested their time and taken an initiative to make significant contributions to the organization and community over the course of the year, with consideration given to past achievements and contributions. Employees and RA Members are encouraged to nominate RA personnel deserving of the annual recognition. It is from these nominations that the RA staff selects who will be the RA Employee of the Year.

We are blessed to have many on staff that go above and beyond to do their best for you. Annually, I have the great pleasure of announcing the winner. It is the most fulfilling part of my job as staff leader. To watch the winners learn that they were selected as the organization’s best, from amongst their peers is moving and inspiring.

The 2014 Employee of the Year goes to someone who is truly an RA "champion". It is someone who has been serving the Reston community for close to 15 years. During this time this individual has continuously brought an infectious energy and enthusiasm to everything they undertake.

First and foremost, this individual is an "outside of the box" thinker when it comes to delivering prompt and courteous customer service. This employee has several hundred "customers" in the community that he serves through the various leagues, lessons and tournaments that take place every year. He takes the time to take care of each customer, based on their particular need – whether they are new to Reston or new to tennis, the parent of a child interested in tennis, or an experienced player looking to get more involved. He takes steps to understand their needs
and gives them expert advice and information that will help that customer in a thoughtful, objective and understandable way.

Every year he supports and collaborates with a staff of 10-15 seasonal tennis instructors. He ensures coverage for the numerous tennis lessons and coordinates necessary equipment. He is constantly resolving issues related to students, weather and court conditions, stocking the pro shop, etc. He will step in to run a class when another instructor is unable to teach, and will work with each student expertly based on their strengths and weaknesses. He leads discussions with parents and staff to ensure students are in the appropriate class, and he does so in a manner that is not offensive to parents. He trains new instructors so that Reston Tennis programs are delivered consistently and at the highest level of quality. He frequently checks in with instructors to ensure they are doing their part to make tennis fun.

He demonstrates stewardship by ensuring that customers get quality service and value out of the various Reston Tennis programs. He has proven to be a great protector of Reston’s 52 tennis courts and can be trusted to follow-through on customer and staff requests. His stewardship may be best exemplified by his personal commitment to junior players through the High School Development Program for varsity level players which he leads twice a week during the outdoor season. Because that program became so popular he added a new Junior Varsity Development Program this year for promising younger players, which has become equally popular. Even with the official outdoor season ending in October, he continues to volunteer his personal time to hold free practice sessions for these players when the weather permits. He does this because he is dedicated to giving back to the community and because he is passionate about what he does.

He shows innovation by always researching and testing new tennis products (racquets, shoes, etc.), and by staying on top of the latest industry trends. He posts innovative tips on the Reston Tennis Facebook page to help players improve their game. He continuously has new ideas to make the Reston Tennis Program better. He goes out of his way to be helpful to young and old alike.

He is a leader to the entire Reston Tennis Community, which includes players of all ages, parents, instructors and interested citizens. He leads by example. He is responsive, compassionate, honest and dedicated to making Reston Tennis the best tennis program possible.

For these reasons, Reston Association recognized Rob Tucker as the 2014 Employee of the Year. We are appreciative of his initiative in going above and beyond in performing his responsibilities to the organization and all that Reston encompasses, and for the sustainable impact his outstanding service has made over the past decade in a half.

Wishing all good health and happiness this holiday season.
Recreation Services Strategic Plan
Laura Kowalski, Deputy Director of Recreation Services

Information on this item will be presented during the December 18, 2014 meeting of the Board of Directors.
Item E

Pony Barn Working Group – Project Update
Renette Oklewicz & Bob Wolf, Working Group Representatives

Information on this item will be presented at the December 18, 2014 meeting of the Board of Directors.

Supported Strategic Objective:

| Community Leadership & Engagement | To be the leader, representing Reston’s interests, promoting partnerships, and fostering community involvement | 1. Regularly engage the diverse elements of the community on issues and opportunities that impact Reston. |
Comments from RA Members & Board

1. Member Comments during Reston Association Board Meetings are reserved for Reston Association residential property owners and renters.

2. When called on by the Board President, speakers are to state their full name and street address.

3. Individual Members, representing their own interest or opinion are allotted approximately three (3) minutes to speak.

4. Individuals speaking on behalf of a homeowners’ group, Reston Association committee, or Reston based organization are allotted approximately five (5) minutes.

NOTE: Comments are timed by the Secretary/Assistant Secretary. An alarm will sound when the speaker’s allotted time, as outlined above, has expired. This is done to ensure all speakers are given equal time at the lectern. The above guidelines are subject to change at the discretion of the President.
NEW Item

Cost Estimate to Complete Design Review Board Application for Bocce Court

Ken Knueven, President
AGENDA ITEM SUMMARY

December 18, 2014

NEW ITEM: Cost Estimate to Complete Design Review Board Application for Bocce Court

PRESENTER: Ken Knueven, President

Board Motion: Move to direct staff, in light of the new cost information presented, to discontinue efforts in preparing a resubmission application to the Design Review Board for the installation of a bocce court and related accessible facilities at the Cabots Point Recreation Area.

BACKGROUND
During its meeting of December 12, 2013, the Reston Association Board of Directors unanimously voted to authorize the construction of a bocce court on Reston Association (RA) Common Area located at Cabot's Point Recreation Area subject to the following conditions:

– Final design and location of the court is to be reviewed and approved by the RA staff and the Design Review Board; and,

– Funding for the construction of the facility including but not limited to landscape materials, benches and a picnic table is to be provided by the Friends of Reston for Community Projects, Inc.

– Once the above required approvals and funding have been obtained, further move to authorize RA staff to: 1) perform the necessary site preparation and associated court construction, including the expenditure of costs associated with materials and labor; 2) provide ongoing maintenance of the facility; and, 3) promote bocce as a new recreational amenity for Reston.

On June 10, 2014, the RA Design Review Board approved the Association's design application to construct a Bocce Court as per the attached location and specifications.

No funds were earmarked for this new capital project in the Association's 2014/2015 Biennial Budget plan. To date, Friends of Reston for Community Projects, Inc., (Friends) has received $1,500 in designated donations for the construction of the Bocce Court.

During its meeting of October 23, 2014, the Reston Association Board directed staff to resubmit Reston Association’s application for a bocce court at Cabots Point Recreation Area to include consideration of accessibility issues.

The cost estimate (attached) is approximately $14,000 to provide the Design Review Board with all of the required application elements. Note: This estimate does not include the costs associated with facility construction.

BOARD PLANNING COMMITTEE RECOMMENDATION
During its meeting of December 8, 2014, the Board Planning Committee unanimously voted to forward to the Board of Directors for consideration at its regularly scheduled meeting on December 18, 2014 the cost estimate to complete the directed Design Review Application for the installation of a Bocce Court at Cabots Point Recreation Area to include consideration of accessibility issues, to determine whether to proceed with installation in light of the new information.
UPDATED COST ESTIMATE FOR BOCCE COURT CONSTRUCTION
WITH ADA CONSIDERATIONS

The initial cost estimate for the proposed bocce court and associated infrastructure at Cabot’s Point Recreation Area is attached. RA staff investigated potential requirements to ensure the addition of the bocce court and additional elements (walkway, bench, picnic table etc.) would meet current ADA/accessibility standards.

RA staff contacted a local civil engineering firm, with which we are currently working on another major project, and discussed plan submittal and review requirements to ensure applicable standards are met. Itemized below are the sequential steps and approximate costs to accomplish this.

<table>
<thead>
<tr>
<th>Required Steps</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Submit a letter to Fairfax County Zoning Evaluation Division requesting a determination that the addition of these elements is consistent with the approved development plan. Typically 45-60 days for a response.</td>
<td>No cost.</td>
</tr>
<tr>
<td>2. Upon favorable determination, establish survey control and accurate topography on site.</td>
<td>$2,000</td>
</tr>
<tr>
<td>3. Develop a minor site plan for submission to Fairfax County. Requirements include, but are not limited to: siting of elements, grading (existing and proposed topography), possibly erosion and sediment control plan and narrative, stormwater management calculations and narrative, possible landscaping requirements, etc.</td>
<td>$10,000</td>
</tr>
<tr>
<td>4. Plan submittal and review to Fairfax County.</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$14,000</strong></td>
</tr>
</tbody>
</table>

Approximate time frame for processing a minor site plan is six months.
Bocce Ball court material and cost estimate (Cabot's Point Recreational Area)

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Court</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lumber (6'x6'x12' PT)</td>
<td>25</td>
<td>$37.97</td>
</tr>
<tr>
<td>#57 Stone (tons)</td>
<td>25</td>
<td>$22.50</td>
</tr>
<tr>
<td>#10 Stone Dust (tons)</td>
<td>5</td>
<td>$19.45</td>
</tr>
<tr>
<td>Sand (tons)</td>
<td>5</td>
<td>$13.00</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td>$1,674.00</td>
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<td><strong>Tax</strong></td>
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<td>$108.81</td>
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<td>$1,782.81</td>
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</table>

<table>
<thead>
<tr>
<th>Quantity</th>
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<tr>
<td>Walkway</td>
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<tr>
<td>#57 Stone (tons)</td>
<td>13</td>
<td>$22.50</td>
</tr>
<tr>
<td>#10 Stone Dust (tons)</td>
<td>5</td>
<td>$19.45</td>
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<td><strong>Subtotal</strong></td>
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<td><strong>Tax</strong></td>
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<td>$804.83</td>
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<table>
<thead>
<tr>
<th>Quantity</th>
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</thead>
<tbody>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bench *</td>
<td>1</td>
<td>$825.00</td>
</tr>
<tr>
<td>Picnic Table *</td>
<td>1</td>
<td>607.00</td>
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<tr>
<td><strong>Total cost</strong></td>
<td></td>
<td>$4,019.64</td>
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Other items needed - from RA stock
- Filter fabric
- 4" drain tile
- Rebar
- 10" galvanized spikes

*: no sales tax if purchased directly by Friends of Reston

Labor costs absorbed by Reston Association

<table>
<thead>
<tr>
<th>Position</th>
<th>Hrs</th>
<th>Rate **</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>Construction &amp; Repair Manager</td>
<td>8</td>
<td>$42.00</td>
<td>$336.00</td>
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<tr>
<td>Construction Supervisor</td>
<td>24</td>
<td>28.00</td>
<td>672.00</td>
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<td>Construction Worker II</td>
<td>24</td>
<td>23.00</td>
<td>552.00</td>
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<td>Construction Seasonal</td>
<td>24</td>
<td>13.50</td>
<td>324.00</td>
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<tr>
<td><strong>Total</strong></td>
<td>80</td>
<td></td>
<td>$1,884.00</td>
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</table>

**: labor rate, including taxes and benefit costs
Item H

2014 Capital Carry Forward Project
David Harris, Chief Financial Officer
Larry Butler, Senior Director of Parks, Recreation & Community Resources
ITEM SUMMARY
December 18, 2014

ITEM H: 2014 Capital Carry Forward Projects

PRESENTERS: David Harris, Chief Financial Officer
Larry Butler, Senior Director of Parks, Recreation & Community Resources

Board Motion: Move to accept the 2014 Capital Project Carry Forward Report and authorize the amendment of the 2015 Capital Budget to accommodate necessary project cost adjustments, including Ballfield renovations, as proposed by staff in the attached document.

BACKGROUND
As per Assessment & Finance Resolution 10; Budget Amendments, when a service is commissioned by the Association through a contract or purchase order, the budgeted dollars to pay for that service will be automatically encumbered or "set aside". If encumbered dollars have not been fully expensed by December 31, the dollars will automatically be "carried over" to the next year, to be used for only the specific purpose for which they were encumbered. The Board of Directors will be notified by the CEO no later than the December Board of Directors meeting if any encumbered dollars will be carried over.

As such, the attached listing of 2014 capital projects and related funding (or portions thereof), are being carried forward to 2015.

Additionally, the resolution denotes that if Member demand or other circumstances necessitate a change in how dollars should be spent, and the Chief Executive Officer ("CEO") believes such a change will significantly alter the Board of Directors' original intent when it approved the budget, the CEO will present a budget amendment proposal to the Board of Directors, for approval by the Board.

ISSUES
The costs associated with Ballfield renovations are greater than originally projected. As such, staff would like to discuss with the Board a plan for covering the costs as well as recommended adjustments to the 2015 Capital Budget.
December 11, 2014

TO: Cate Fulkerson, Chief Executive Officer
    Reston Association Board of Directors

FROM: Paul Priestley, Capital Projects Manager

RE: Anticipated Capital Project Funding Carry Forwards

The following capital projects and funding (or portions thereof), are being carried forward from 2014 to 2015. Carried forward funds will not exceed the total reflected here, and may be less depending upon what invoices are submitted and paid before year’s end.

**Ball Fields:** $441,799

We are in the process of renovating Browns Chapel 1 & 2 baseball fields. We have completed the Engineering and permitting. After completing the engineering we put both fields out for bid to six sports field contractors. There is also a backstop replacement to be done at Running Cedar ball field.

**Bridges:** $15,820

The covered bridge near Lake Anne Park is a one of a kind structure. It is up for new siding and decking, and we are trying to determine if more work, or possible replacement, is required. Staff is considering methods of inspecting the footers and support structure, which are currently inaccessible.

**Recreation Areas** $26,710

This funding is to renovate the Triple Crown Recreation Area, which is currently in the community outreach planning phase.

**Pools** $150,144

This funding is for six pool projects that are underway, and all are projected to be completed prior to the season opening in spring 2015.

**Administration - Outreach CRM program** $135,000

**Pathways** $192,357

These funds cover four projects, Hunters Woods pathway lighting, Fannie Mae pathway extension, Twin Branches connector and the South Lakes pathway connector. All of which are in varying stages of completion.

**Total 2015 Carry Forward:** $961,830

**Lake Anne Dam Upgrades** – Upgrade requirement deferred from 2014 to 2016 $520,000

**Total Funds Carried Forward** $1,481,830
<table>
<thead>
<tr>
<th></th>
<th>Approved Budget Cost</th>
<th>Current Projected Cost</th>
<th>F/(U) Budget Variance</th>
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</thead>
<tbody>
<tr>
<td><strong>2015 Capital Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RRF Capital Expenditures</td>
<td>2,533,344</td>
<td>2,234,749</td>
<td>298,595</td>
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<tr>
<td>New Capital Expenditures</td>
<td>386,500</td>
<td>359,000</td>
<td>27,500</td>
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<tr>
<td><strong>Subtotal - 2015 Capital Expenditures Budget</strong></td>
<td>2,919,844</td>
<td>2,593,749</td>
<td>326,095</td>
</tr>
<tr>
<td><strong>2014 Capital Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RRF Capital Expenditures</td>
<td>1,666,679</td>
<td>1,590,121</td>
<td>76,558</td>
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<tr>
<td>New Capital Expenditures</td>
<td>292,916</td>
<td>299,074</td>
<td>(6,158)</td>
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<tr>
<td>Carry Forwards Items from 2013</td>
<td>821,412</td>
<td>959,129</td>
<td>(137,717)</td>
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<td><strong>Subtotal - 2014 Capital Expenditures Budget</strong></td>
<td>2,781,007</td>
<td>2,848,324</td>
<td>(67,317)</td>
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<tr>
<td><strong>Total Biennial Capital Expenditures Budget</strong></td>
<td>5,700,851</td>
<td>5,442,073</td>
<td>258,778</td>
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<table>
<thead>
<tr>
<th></th>
<th>Unspent Approved Budget</th>
<th>Current Projected Cost</th>
<th>F/(U) Budget Variance</th>
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<tbody>
<tr>
<td><strong>2014 Capital Expenditure Summary</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2014 Projects Completed or Not Carried Forward</td>
<td>1,620,953</td>
<td>1,366,494</td>
<td>254,459</td>
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<tr>
<td>Carry Forward Items</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Items Carried Forward to 2015</td>
<td>26,750</td>
<td>26,750</td>
<td>-</td>
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<tr>
<td>South Lakes / Thoreau Dam Sidewalk</td>
<td>5,050</td>
<td>30,050</td>
<td>(25,000)</td>
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<tr>
<td>Fannie Mae Sidewalk</td>
<td>5,641</td>
<td>10,641</td>
<td>(5,000)</td>
</tr>
<tr>
<td>Twin Branches Sidewalk</td>
<td>118,692</td>
<td>184,962</td>
<td>(66,270)</td>
</tr>
<tr>
<td>Browns Chapel 2 Renovation</td>
<td>35,068</td>
<td>57,549</td>
<td>(22,481)</td>
</tr>
<tr>
<td>North Shore Pool Front Entrance</td>
<td>135,000</td>
<td>135,000</td>
<td>-</td>
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<tr>
<td>Covered Bridge #8 Sidewalk and Decking</td>
<td>15,820</td>
<td>15,820</td>
<td>-</td>
</tr>
<tr>
<td>Browns Chapel Fence &amp; Backstop 1</td>
<td>18,000</td>
<td>18,000</td>
<td>-</td>
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<tr>
<td>Browns Chapel 1 Renovation</td>
<td>28,765</td>
<td>224,205</td>
<td>(195,440)</td>
</tr>
<tr>
<td>Running Cedar Backstop</td>
<td>14,632</td>
<td>14,632</td>
<td>-</td>
</tr>
<tr>
<td>Pony Barn Pavilion - Entire Structure</td>
<td>26,710</td>
<td>26,710</td>
<td>-</td>
</tr>
<tr>
<td>Golf Course Island Zero Depth Wade Pool &amp; Chairlift</td>
<td>57,605</td>
<td>57,605</td>
<td>-</td>
</tr>
<tr>
<td>Glade Pool Painting</td>
<td>7,590</td>
<td>7,590</td>
<td>-</td>
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<tr>
<td>Autumnwood and Uplands Pools Flooring</td>
<td>4,912</td>
<td>4,912</td>
<td>-</td>
</tr>
<tr>
<td>Autumnwood and Uplands Pools Partitions</td>
<td>13,125</td>
<td>13,125</td>
<td>-</td>
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<tr>
<td>Glade Pool Slide Repair</td>
<td>9,363</td>
<td>9,363</td>
<td>-</td>
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<tr>
<td>Hunters Woods Pathway Lighting</td>
<td>117,331</td>
<td>124,916</td>
<td>(7,585)</td>
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<td><strong>Subtotal - Items Carried Forward to 2015</strong></td>
<td>640,054</td>
<td>961,830</td>
<td>(321,776)</td>
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<td>Items Carried Forward to 2016</td>
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<td></td>
<td></td>
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<tr>
<td>Lake Anne Dam Upgrades</td>
<td>500,000</td>
<td>500,000</td>
<td>-</td>
</tr>
<tr>
<td>Lake Anne Capacity Design</td>
<td>20,000</td>
<td>20,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Subtotal - Items Carried Forward to 2016</strong></td>
<td>520,000</td>
<td>520,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total 2014 Capital Expenditure Carry Forward Items</strong></td>
<td>1,160,054</td>
<td>1,481,830</td>
<td>(321,776)</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>2,781,007</td>
<td>2,848,324</td>
<td>(67,317)</td>
</tr>
</tbody>
</table>

1: Unspent Approved Budget = approved budgeted cost less cost incurred through 12/31/2014
2: Current Projected Cost = projected cost less cost incurred through 12/31/2014

<table>
<thead>
<tr>
<th></th>
<th>Approved Budget Cost</th>
<th>Current Projected Cost</th>
<th>F/(U) Budget Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2015 Capital Expenditure Summary</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RRF Capital Expenditures</td>
<td>2,533,344</td>
<td>2,234,749</td>
<td>298,595</td>
</tr>
<tr>
<td>New Capital Expenditures</td>
<td>386,500</td>
<td>359,000</td>
<td>27,500</td>
</tr>
<tr>
<td><strong>Carry Forward Items from 2014</strong></td>
<td>640,054</td>
<td>961,830</td>
<td>(321,776)</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>3,559,898</td>
<td>3,555,579</td>
<td>4,319</td>
</tr>
</tbody>
</table>

1: For Carry Forward Items, Approved Budget Cost reflects the original budget amount less cost incurred through 12/31/2014; Current Projected Cost reflects projected cost less cost incurred through 12/31/2014.
## Capital Projects Update to the Board of Directors - December 2014

Green text denotes project is complete. Red text denotes project will be carried forward.

### Project Description (Reflects project status as of December 9, 2014)

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Approved Budget Cost</th>
<th>Current Projected Cost</th>
<th>F/(U) Budget Variance</th>
<th>Estimated Cost Incurred Through 12-2014</th>
<th>Funds Carried Forward</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Website Redesign</td>
<td>$100,000$</td>
<td>$105,200$</td>
<td>$(5,200)$</td>
<td>$105,200$</td>
<td>$-$</td>
</tr>
<tr>
<td>Originals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Ball Fields</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brown’s Chapel Field 1 Fence and Backstop (To be done in conjunction with field renovation.)</td>
<td>$94,632$</td>
<td>$290,072$</td>
<td>$(195,440)$</td>
<td>$33,235$</td>
<td>$256,837$</td>
</tr>
<tr>
<td>Brown’s Chapel Field 1 Renovation (We are in the process of renovating Browns Chapel 1 &amp; 2 baseball fields. We have completed the Engineering and permitting.)</td>
<td>$62,000$</td>
<td>$257,440$</td>
<td>$(195,440)$</td>
<td>$33,235$</td>
<td>$224,205$</td>
</tr>
<tr>
<td>Running Cedar Backstop (Staff is considering additional fencing on the base lines on in the outfield.)</td>
<td>$14,632$</td>
<td>$14,632$</td>
<td>$-$</td>
<td>$-$</td>
<td>$14,632$</td>
</tr>
<tr>
<td><strong>Bridges</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foot Bridges 79, 82 and 83 (Project will not be carried forward)</td>
<td>$117,116$</td>
<td>$15,820$</td>
<td>$101,296$</td>
<td>$-$</td>
<td>$15,820$</td>
</tr>
<tr>
<td><strong>Covered Bridge #8 Siding and Decking</strong> (The covered bridge near Lake Anne Park is up for new siding and decking. We are trying to determine if more work, or possible replacement is required. Staff is considering methods of inspecting the footers and support structure, which are currently inaccessible.)</td>
<td>$15,820$</td>
<td>$15,820$</td>
<td>$-$</td>
<td>$-$</td>
<td>$15,820$</td>
</tr>
<tr>
<td><strong>Equipment</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DRB Van 146 (2002)</td>
<td>$32,000$</td>
<td>$36,866$</td>
<td>$(4,866)$</td>
<td>$36,866$</td>
<td>$-$</td>
</tr>
<tr>
<td>Ford 150 127 (2003)</td>
<td>$30,015$</td>
<td>$22,171$</td>
<td>$7,844$</td>
<td>$22,171$</td>
<td>$-$</td>
</tr>
<tr>
<td>Ford 250 132 (2001)</td>
<td>$40,652$</td>
<td>$32,369$</td>
<td>$8,283$</td>
<td>$32,369$</td>
<td>$-$</td>
</tr>
<tr>
<td>Ford F150 131 (2002)</td>
<td>$25,000$</td>
<td>$23,104$</td>
<td>$1,896$</td>
<td>$23,104$</td>
<td>$-$</td>
</tr>
<tr>
<td>250 Ford Pickup 191 (2004)</td>
<td>$40,007$</td>
<td>$33,909$</td>
<td>$6,171$</td>
<td>$33,909$</td>
<td>$-$</td>
</tr>
<tr>
<td>F150 Pickup 212 (2004)</td>
<td>$30,000$</td>
<td>$23,071$</td>
<td>$6,929$</td>
<td>$23,071$</td>
<td>$-$</td>
</tr>
<tr>
<td>Ford 250 190 (2004)</td>
<td>$40,007$</td>
<td>$29,802$</td>
<td>$10,205$</td>
<td>$29,802$</td>
<td>$-$</td>
</tr>
<tr>
<td>Ford Ranger 189 (2004)</td>
<td>$22,670$</td>
<td>$25,159$</td>
<td>$(2,489)$</td>
<td>$25,159$</td>
<td>$-$</td>
</tr>
<tr>
<td>Ford Ranger 192 (2004)</td>
<td>$22,670$</td>
<td>$23,071$</td>
<td>$6,929$</td>
<td>$23,071$</td>
<td>$-$</td>
</tr>
<tr>
<td>Ford Ranger 4 x 2 193 (2004)</td>
<td>$22,670$</td>
<td>$21,216$</td>
<td>$1,454$</td>
<td>$21,216$</td>
<td>$-$</td>
</tr>
<tr>
<td>Pathways Blowers</td>
<td>$7,410$</td>
<td>$7,733$</td>
<td>$(323)$</td>
<td>$7,733$</td>
<td>$-$</td>
</tr>
<tr>
<td><strong>Lakes, Ponds, &amp; Dams</strong></td>
<td>$172,202$</td>
<td>$168,340$</td>
<td>$3,862$</td>
<td>$168,340$</td>
<td>$-$</td>
</tr>
<tr>
<td>Bright Pond Dredging</td>
<td>$86,101$</td>
<td>$84,170$</td>
<td>$1,931$</td>
<td>$84,170$</td>
<td>$-$</td>
</tr>
<tr>
<td>Butler Pond Dredging</td>
<td>$86,101$</td>
<td>$84,170$</td>
<td>$1,931$</td>
<td>$84,170$</td>
<td>$-$</td>
</tr>
<tr>
<td><strong>Pathways &amp; Parking Lots</strong></td>
<td>$224,877$</td>
<td>$160,475$</td>
<td>$64,402$</td>
<td>$160,475$</td>
<td>$-$</td>
</tr>
<tr>
<td>Pathway Asphalt Capping</td>
<td>$224,877$</td>
<td>$160,475$</td>
<td>$64,402$</td>
<td>$160,475$</td>
<td>$-$</td>
</tr>
<tr>
<td><strong>Recreation Areas</strong></td>
<td>$41,500$</td>
<td>$40,388$</td>
<td>$1,112$</td>
<td>$13,678$</td>
<td>$26,710$</td>
</tr>
<tr>
<td>Pony Barn Pavilion - Entire Structure (This funding is to renovate the Triple Crown Recreation Area, currently in the community outreach planning phase. Initial engineering complete.)</td>
<td>$30,000$</td>
<td>$30,000$</td>
<td>$-$</td>
<td>$3,290$</td>
<td>$26,710$</td>
</tr>
<tr>
<td>Lazer Mower</td>
<td>$11,500$</td>
<td>$10,388$</td>
<td>$1,112$</td>
<td>$10,388$</td>
<td>$-$</td>
</tr>
<tr>
<td><strong>Pools</strong></td>
<td>$474,399$</td>
<td>$440,411$</td>
<td>$33,988$</td>
<td>$347,816$</td>
<td>$92,595$</td>
</tr>
<tr>
<td>Golf Course Island Zero Depth Wade Pool &amp; Chairlift (Golf Course Island Wade Pool modifications currently awaiting DRB approval. Funds originally allocated to replace gunite shell. As this facility’s renovation was scoped, it was determined that the gunite shell did not need to be replaced and funds were allocated to the wade pool and ADA chairlift.)</td>
<td>$32,800$</td>
<td>$62,719$</td>
<td>$(29,919)$</td>
<td>$5,114$</td>
<td>$57,605$</td>
</tr>
<tr>
<td>Golf Course Island Cedar Shake Roof &amp; Skylight Replacement</td>
<td>$20,221$</td>
<td>$12,538$</td>
<td>$7,683$</td>
<td>$12,538$</td>
<td>$-$</td>
</tr>
<tr>
<td>Golf Course Island Pool Equipment</td>
<td>$28,138$</td>
<td>$5,901$</td>
<td>$22,237$</td>
<td>$5,901$</td>
<td>$-$</td>
</tr>
<tr>
<td>Lake Thoreau Pool Equipment &amp; Spa</td>
<td>$33,765$</td>
<td>$17,205$</td>
<td>$16,560$</td>
<td>$17,205$</td>
<td>$-$</td>
</tr>
<tr>
<td>Uplands Pool Equipment</td>
<td>$28,138$</td>
<td>$28,049$</td>
<td>$89$</td>
<td>$28,049$</td>
<td>$-$</td>
</tr>
<tr>
<td><strong>Pool Base</strong> (four projects to be completed in the early part of 2015.)</td>
<td>$331,337$</td>
<td>$313,999$</td>
<td>$17,338$</td>
<td>$279,009$</td>
<td>$34,990$</td>
</tr>
</tbody>
</table>
### Project Description (Reflects project status as of December 9, 2014)

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Approved Budget Cost</th>
<th>Current Projected Cost</th>
<th>F/(U) Budget Variance</th>
<th>Estimated Cost Incurred Through 12-2014</th>
<th>Funds Carried Forward</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tennis &amp; Multi-Purpose Courts</td>
<td>$128,852</td>
<td>$93,625</td>
<td>$35,227</td>
<td>$93,625</td>
<td>-</td>
</tr>
<tr>
<td>Autumnwood Tennis Court Color Coat/Crack Repair (CR)</td>
<td>39,647</td>
<td>29,950</td>
<td>9,697</td>
<td>29,950</td>
<td>-</td>
</tr>
<tr>
<td>Polo Fields Tennis Court Color Coat</td>
<td>9,911</td>
<td>5,775</td>
<td>4,136</td>
<td>5,775</td>
<td>-</td>
</tr>
<tr>
<td>Hook Road Tennis Court Color Coat/CR</td>
<td>39,647</td>
<td>29,200</td>
<td>10,447</td>
<td>29,200</td>
<td>-</td>
</tr>
<tr>
<td>Upper Lakes Tennis Court Color Coat/CR</td>
<td>39,647</td>
<td>28,700</td>
<td>10,947</td>
<td>28,700</td>
<td>-</td>
</tr>
</tbody>
</table>

#### 2013 Carryforwards

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Approved Budget Cost</th>
<th>Current Projected Cost</th>
<th>F/(U) Budget Variance</th>
<th>Estimated Cost Incurred Through 12-2014</th>
<th>Funds Carried Forward</th>
</tr>
</thead>
<tbody>
<tr>
<td>Footbridge #12 - Vantage Hill</td>
<td>30,000</td>
<td>35,163</td>
<td>(5,167)</td>
<td>35,163</td>
<td>-</td>
</tr>
<tr>
<td>Footbridge #31 - Wilder Point (Awaiting engineering feedback on possible pier fortification needed for County approval. Bridge is installed.)</td>
<td>30,000</td>
<td>45,127</td>
<td>(15,127)</td>
<td>45,127</td>
<td>-</td>
</tr>
<tr>
<td>South Lakes / Thoreau Dam Sidewalk (Project underway, in the process of hiring an engineer.)</td>
<td>26,750</td>
<td>26,750</td>
<td>(12,127)</td>
<td>26,750</td>
<td>-</td>
</tr>
<tr>
<td>Fannie Mae Sidewalk (VDOT crossing memo accepted, will engage an engineer to develop construction drawings for submission to VDOT.)</td>
<td>10,000</td>
<td>35,000</td>
<td>(25,000)</td>
<td>4,950</td>
<td>30,050</td>
</tr>
<tr>
<td>Lake Anne Dam Upgrades (Delayed until early 2016)</td>
<td>500,000</td>
<td>500,000</td>
<td>-</td>
<td>-</td>
<td>500,000</td>
</tr>
<tr>
<td>Browns Chapel 2 Grading (We are in the process of renovating Browns Chapel 1 &amp; 2 baseball fields. We have completed the Engineering and permitting.)</td>
<td>120,330</td>
<td>186,600</td>
<td>(66,270)</td>
<td>1,638</td>
<td>184,962</td>
</tr>
<tr>
<td>Twin Branches Sidewalk (Awaiting legal review deed of dedication and title certification.)</td>
<td>5,641</td>
<td>10,641</td>
<td>(5,000)</td>
<td>-</td>
<td>10,641</td>
</tr>
<tr>
<td>Dogwood Pool Renovation</td>
<td>17,577</td>
<td>10,489</td>
<td>7,088</td>
<td>10,489</td>
<td>-</td>
</tr>
<tr>
<td>Lake Anne Capacity Design (Delayed until early 2016)</td>
<td>20,000</td>
<td>20,000</td>
<td>-</td>
<td>-</td>
<td>20,000</td>
</tr>
<tr>
<td>Browns Chapel Park</td>
<td>4,295</td>
<td>10,055</td>
<td>(5,760)</td>
<td>10,055</td>
<td>-</td>
</tr>
<tr>
<td>North Shore Pool Front Entrance (Awaiting County permit.)</td>
<td>42,019</td>
<td>64,500</td>
<td>(22,481)</td>
<td>6,951</td>
<td>57,549</td>
</tr>
<tr>
<td>Website Refresh</td>
<td>14,800</td>
<td>14,800</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Centralized Photo Storage</td>
<td>15,000</td>
<td>8,350</td>
<td>6,650</td>
<td>8,350</td>
<td>-</td>
</tr>
<tr>
<td>HR Actions Software</td>
<td>16,000</td>
<td>15,163</td>
<td>837</td>
<td>15,163</td>
<td>-</td>
</tr>
<tr>
<td>Outreach Management- CRM Program (Project to be carried forward due to other IT projects currently in progress.)</td>
<td>135,000</td>
<td>135,000</td>
<td>-</td>
<td>-</td>
<td>135,000</td>
</tr>
<tr>
<td>Centralized Photo Storage</td>
<td>15,000</td>
<td>8,350</td>
<td>6,650</td>
<td>8,350</td>
<td>-</td>
</tr>
<tr>
<td>Hunter Woods Pathway Lighting (We are working with a lighting contractor and Dominion Virginia Power and will determine best course of action to proceed. Have held preliminary meeting with EDENS to negotiate having them fund the portion of the project for which RA did not budget, which is approximately $150,000.)</td>
<td>124,916</td>
<td>132,501</td>
<td>(7,585)</td>
<td>7,585</td>
<td>124,916</td>
</tr>
<tr>
<td>Cedar Ridge Garden Plot Expansion (item expensed)</td>
<td>2,000</td>
<td>-</td>
<td>2,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Senior Director of Parks and Recreation Office Relocation</td>
<td>-</td>
<td>8,060</td>
<td>8,060</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

### Total 2014 RRRF Capital Expenditures

<table>
<thead>
<tr>
<th>Category</th>
<th>Approved Budget Cost</th>
<th>Current Projected Cost</th>
<th>F/(U) Budget Variance</th>
<th>Estimated Cost Incurred Through 12-2014</th>
<th>Funds Carried Forward</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014 New Capital Expenditures</td>
<td>$1,666,679</td>
<td>$1,590,121</td>
<td>$76,558</td>
<td>$1,198,159</td>
<td>$391,962</td>
</tr>
<tr>
<td>Total 2013 Carryforwards Capital Expenditures</td>
<td>292,916</td>
<td>299,074</td>
<td>(6,158)</td>
<td>39,158</td>
<td>259,916</td>
</tr>
<tr>
<td>Total 2014 Capital Expenditures</td>
<td>821,412</td>
<td>959,129</td>
<td>(137,717)</td>
<td>6,951</td>
<td>829,952</td>
</tr>
</tbody>
</table>

### Total 2014 Capital Expenditures for Tennis & Multi-Purpose Courts

| Total 2014 Capital Expenditures | $2,781,007 | $2,848,324 | (67,317) | $1,366,494 | $1,481,830 |
## 2015 CAPITAL PROJECTS BUDGET UPDATE

<table>
<thead>
<tr>
<th>PROJECT DESCRIPTION</th>
<th>Approved Budget Cost</th>
<th>Current Projected Cost</th>
<th>F/(U) Variance</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ballfields</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hook Road Backstops 1 &amp; 2</td>
<td>$222,284</td>
<td>$30,200</td>
<td>$192,084</td>
<td></td>
</tr>
<tr>
<td>Wainwright Backstop</td>
<td>30,142</td>
<td>-</td>
<td>30,142</td>
<td>Project deferred to 2016</td>
</tr>
<tr>
<td>Bordeaux Backstop</td>
<td>15,071</td>
<td>15,100</td>
<td>(29)</td>
<td></td>
</tr>
<tr>
<td>Hook Road Field Renovation (2 fields)</td>
<td>162,000</td>
<td>-</td>
<td>162,000</td>
<td>Project deferred to 2016</td>
</tr>
<tr>
<td><strong>Bridges</strong></td>
<td>$69,556</td>
<td>$80,000</td>
<td>(10,444)</td>
<td>Updated cost figures per current reserve study</td>
</tr>
<tr>
<td>Bridges (2)</td>
<td>69,556</td>
<td>80,000</td>
<td>(10,444)</td>
<td></td>
</tr>
<tr>
<td><strong>Community Buildings and Central Services Facility</strong></td>
<td>$10,000</td>
<td>$10,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>CSF Renovation Planning</td>
<td>10,000</td>
<td>10,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Equipment</strong></td>
<td>$370,405</td>
<td>$370,405</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Ford 150 134 (2003)</td>
<td>27,405</td>
<td>27,405</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Van E250 140 (2003)</td>
<td>26,000</td>
<td>26,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Van Cutaway E350 213 (2004)</td>
<td>58,000</td>
<td>58,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Bombardier Snow Plow</td>
<td>40,000</td>
<td>40,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Ford 250 4X4 W/Utility Body 197 (2005)</td>
<td>42,000</td>
<td>42,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Ford Escape WNEC 196 (2005)</td>
<td>34,000</td>
<td>34,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Ford Ranger 195 (2005)</td>
<td>23,000</td>
<td>23,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Ford Ranger 198 (2005)</td>
<td>23,000</td>
<td>23,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Ford Ranger 199 (2005)</td>
<td>23,000</td>
<td>23,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>International F-600 D 170 (1995)</td>
<td>74,000</td>
<td>74,000</td>
<td>0</td>
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<tr>
<td><strong>Lakes, Ponds, &amp; Dams</strong></td>
<td>$800,242</td>
<td>$814,215</td>
<td>(13,973)</td>
<td>Updated cost figures per current reserve study</td>
</tr>
<tr>
<td>Hickory Cluster Pond Dredge</td>
<td>92,705</td>
<td>95,481</td>
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<tr>
<td>Lake Anne Canal Dredge</td>
<td>106,569</td>
<td>109,798</td>
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<tr>
<td>Lake Anne Dredging</td>
<td>591,230</td>
<td>608,936</td>
<td>(17,706)</td>
<td>Updated cost figures per current reserve study</td>
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<tr>
<td>Lake Thoreau ADA Dock</td>
<td>9,738</td>
<td>9,738</td>
<td>0</td>
<td>Project deferred to 2016</td>
</tr>
<tr>
<td><strong>Pathways &amp; Parking Lots</strong></td>
<td>$362,175</td>
<td>$327,132</td>
<td>35,043</td>
<td>Updated cost figures per current reserve study</td>
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<tr>
<td>Pathway Asphalt Capping</td>
<td>231,623</td>
<td>171,000</td>
<td>60,623</td>
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<tr>
<td>Hunters Woods Park Parking Lot</td>
<td>38,731</td>
<td>57,825</td>
<td>(19,094)</td>
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<tr>
<td>North Hills Pool Parking Lot</td>
<td>11,821</td>
<td>17,649</td>
<td>(5,828)</td>
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<tr>
<td>North Hills Park Road</td>
<td>80,000</td>
<td>80,658</td>
<td>(658)</td>
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<tr>
<td><strong>Pools</strong></td>
<td>$460,758</td>
<td>$438,870</td>
<td>21,888</td>
<td>Updated cost figures per current reserve study</td>
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<tr>
<td>Pool Base</td>
<td>289,818</td>
<td>280,000</td>
<td>9,818</td>
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<tr>
<td>North Hills Exterior Lighting</td>
<td>17,389</td>
<td>16,000</td>
<td>1,389</td>
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<tr>
<td>Ridge Heights Pool Equipment Including Heat</td>
<td>34,778</td>
<td>29,000</td>
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<td>Shadowood Pool Deck</td>
<td>74,460</td>
<td>75,000</td>
<td>(540)</td>
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<tr>
<td>Shadowood Pool Equipment</td>
<td>28,982</td>
<td>23,000</td>
<td>5,982</td>
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<tr>
<td>Uplands Fence (Wood Posts)</td>
<td>15,331</td>
<td>15,870</td>
<td>(539)</td>
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<tr>
<td><strong>Tennis &amp; Multi-Purpose Courts</strong></td>
<td>$237,924</td>
<td>$163,927</td>
<td>73,997</td>
<td>Updated cost figures per current reserve study</td>
</tr>
<tr>
<td>Lake Newport Tennis Court Color Coat/ Crack Repair (CR)</td>
<td>61,254</td>
<td>43,800</td>
<td>17,454</td>
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<tr>
<td>Newbridge Tennis Court Color Coat/CR</td>
<td>40,836</td>
<td>29,200</td>
<td>11,636</td>
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<tr>
<td>Uplands Tennis Color Coat/CR</td>
<td>40,836</td>
<td>29,200</td>
<td>11,636</td>
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</tr>
</tbody>
</table>
## 2015 Capital Projects Budget Update

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Approved (U)</th>
<th>Current</th>
<th>Projected (V)</th>
<th>F/(U) Variance</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lake Anne Tennis Backboard</td>
<td>10,433</td>
<td>7,000</td>
<td></td>
<td>3,433</td>
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<tr>
<td>Polo Fields Multi-Purpose Court</td>
<td>56,743</td>
<td>31,508</td>
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<td>25,235</td>
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<td>Hunters Woods Multi-Purpose Court</td>
<td>27,822</td>
<td>23,219</td>
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<td>4,603</td>
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</tbody>
</table>

### New Capital

- Budgeting and Planning Software: 50,000
- Time and Attendance Time Clock Solution: 50,000
- Additional Storage for VMHOST - Communications Data: 20,000
- Document Management Solution: 160,000
- Two Mowers and One Trailer: 27,500
- RVCP and Garden Plot RAIA Payment Solution: 16,000
- FIOS Connectivity or Point-to-Point Connectivity - Nature House: 20,000
- Cedar Ridge Garden Plot Expansion: 43,000

### 2014 Carryforwards *

- Outreach Management - CRM Program: 135,000
- Covered Bridge #8 Siding and Decking: 15,820
- Browns Chapel Fence & Backstop 1: 18,000
- Browns Chapel 1 Renovation: 28,765
- Browns Chapel 2 Renovation: 118,692
- Running Cedar Backstop: 14,632
- Pony Barn Pavilion - Entire Structure: 26,710
- Golf Course Island Zero Depth Wade Pool & Chairlift: 57,605
- Glade Pool Painting: 7,590
- Autumnwood and Uplands Pools Flooring: 4,912
- Autumnwood and Uplands Pools Partitions: 13,125
- Glade Pool Slide Repair: 9,363
- North Shore Pool Front Entrance: 35,068
- Hunters Woods Pathway Lighting: 117,331
- South Lakes / Thoreau Dam Sidewalk: 26,750
- Fannie Mae Sidewalk: 5,050
- Twin Branches Sidewalk: 5,641

### Total Budgeted 2015 Capital Expenditures

- New Capital: $386,500
- 2014 Carryforwards: $640,054
- Total: $2,919,844

### Total 2015 New Capital Expenditures

- New Capital: $359,000
- 2014 Carryforwards: $961,830
- Total: $3,555,898

### Total 2015 Capital Expenditures

- New Capital: $27,500
- 2014 Carryforwards: $321,776
- Total: $4,319

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*Projects marked with an asterisk (*) indicate carryforward amounts from previous years.*
Item I

Reston Association
Multi-modal Transportation Plan/Activities
Ken Knueven, President
Cate Fulkerson, Chief Executive Officer
Larry Butler, Senior Director of Parks, Recreation & Community Resources

1. Overview of Recommended Next Steps as proposed by Reston Association’s Healthy Community Building Consultant, Mark Fenton. (Attached)

   Larry Butler, Senior Director of Parks, Recreation & Community Resources

2. Determine which, if not all of the follow-up activities prescribed by Mark Fenton should be undertaken along with a timeline, and resources needed to move forward.

   Ken Knueven, President
   Cate Fulkerson, Chief Executive Officer
   
   a. Build the RA LAD (Leadership in Active Design) team.
   b. Develop recommended Design Guidelines for the Metro Station and other mixed use development/redevelopment areas.
   c. Community Outreach, Education, and Recruitment (OER) program.
   d. Goat Trail Identification and Prioritization process

3. Consider the merits of establishing a new Multi-modal Transportation Advisory Committee; which would supplant the Association’s existing Transportation Advisory Committee and Pedestrian & Bicycling Advisory Committee.

   Ken Knueven, President

Additional materials on this item as well as proposed actions for the Board’s consideration will be presented during the meeting on December 18, 2014.
Possible follow-up activities after Fenton visit and sessions.

1. **Build the RA LAD (Leadership in Active Design) team.**
   Create the *core leadership group.* Possible representatives from RA . . .
   - Association Board
   - Transportation Advisory
   - Pedestrian & Bicycle Advisory
   - Design Review Board
   - Environmental Advisory
   - Community Engagement Advisory
   - Parks & Recreation Advisory
   - 55 + Advisory
   - Plus some key RA staff; goal is about a 10-12 person core group

   **Also** form an overall Reston area *healthy design implementation team,* with some (3-5?) representatives from the RA team above, plus those from Fairfax County and other stakeholders. Again, maximum goal is about 12 members. Possibilities:
   - Fairfax County Planning staff
   - Reston Planning & Zoning committee
   - Fairfax County Engineering
   - Fairfax County Bike-Pedestrian staff
   - Fairfax County Economic Development
   - Fairfax County Health (Sharon Arndt or designate?)
   - Virginia DoT
   - Development community (e.g. attendee at the Fenton lunch session)
   - Chamber/business community

   Note three criteria to be on these leadership teams:
   - Embrace the vision of a policy and systems approach to healthy community design. Ready to use all three p’s: Programs, Infrastructure Projects, Policies.
   - It is part of their job to do this type of work; they don’t ‘steal time’ to be on the team, it aligns with their job responsibilities.
   - They have reach and influence in the community, and can convene key stakeholders and decision- and policy-makers when it’s needed.

2. **Develop recommended Design Guidelines for the Metro Station and other mixed use development/redevelopment areas.**
   Execute a Wiehle-Reston East Metro Station design charrette and workshop, with the goal of developing key design recommendations for this and the Reston Town Center station development work. Possible elements:
   - Utilize a meeting site near Wiehle station
- Educational PowerPoint with
  o Core principles of healthy design
  o Lessons from Ballston, Tysons, other similar settings.
  o Key factors in surrounding residential and retail, even outside the immediate ¼ and ½ mile radii (e.g. Tall Oaks Village Center).

- Take train to Tysons – Facilitated walk audit of Tysons area station, particularly noting what is liked and disliked.

- Return – Facilitated walk audit near Wiehle station to include . . .
  o Motor vehicle access to drop-off and parking areas.
  o Major and minor street crossings
  o Pedestrian access, especially north to ¼ and ½ mile distant development sites.
  o Bicycle parking and access.
  o W&OD Trail, access, and street crossings.
  o Access to current and future high-density development sites.

- Work session – small groups then develop, share and refine recommendations.
  o Propose key elements of the Reston Healthy TOD Design & Implementation Principles
  o Develop before departing a skeletal draft of first guiding principles.

- WHO to engage?
  o Developers
  o Those working on the network transportation study
  o Representatives of all of the organizations represented by stealth leadership and implementation team list (above).

3. Community Outreach, Education, and Recruitment (OER) program.
Community workshops and walk audits to increase community engagement. Target especially residents who are not already engaged in civic activities, but who could support healthy community design principles once they are understood. This can best be accomplished through collaboration with existing community organizations and groups to act as hosts or partners in community workshops: Schools, churches, neighborhood associations, scout troops, service groups such as Rotary or Lions club. Youth oriented sessions can be especially good as they engage kids and “bring along” the parents.

An example is a Safe Routes to School workshop and walk audit, which could include the following:

- Pre-workshop evaluation.
  o Accurately measure transportation mode split at the school. This is best done through show-of-hands surveys during morning role call: “Raise your hand if you walked to school today? Rode a bike? The school bus? A car pool? A car alone?”
  o Observe and photograph (ideally with workshop facilitator) typical arrival and/or dismissal traffic patterns for all modes (walk, bike, buses, cars) to be familiar with challenges and opportunities
- **Workshop elements**
  - PowerPoint presentation laying out broad principles of healthy design, and how they are applied to Safe Routes to School programs.
  - Facilitated walk audit. Ideally led by students at the school, walk to area home(s) and/or other typical destinations such as parks, after school program areas, sports fields, shopping. Can be timed to observe arrival or dismissal at the school.
  - Small group work. Teams develop specific action recommendations under the five Es: Evaluation (e.g. parent/student surveys), education (safety, skills), encouragement (walking groups), enforcement (speed, procedures), and engineering (sidewalks, crossings, etc.).
  - Action planning. Ideas are shared, compared, honed and developed into a specific list of priority actions for that school, with specific outcome goals, resources, responsibilities, and time-lines.

- This process can be implemented for a community site (e.g. recreation area), Village Center, institution (church, YMCA); the key is that the hosts must be fully engaged stakeholders. For example, to workshop a Village Center, the businesses must be actively immersed in the workshop. To do a school the principal must be fully on-board.

4. **Goat Trail Identification and Prioritization process**
   This will entail these major steps:
   - Get out and scout, identify, and compile a list of the goat trails, worn ‘desire lines’ and key areas of demand for pedestrian and bike facilities. This may be done by a volunteer group, or as part of a student civics or policy project.
   - Create a prioritized list, setting highest priority on those projects that create greatest improvement in safety and greatest connectivity.
   - Create a specific “low-hanging fruit” list that identifies specific very short or low-cost remedies that would yield quick rewards. E.g. repainting of a high-need crosswalk, or stabilizing and adding gravel to a short distance (10’ to 30’) of informal path that connects a key destination to sidewalk or trail.
   - Create a resource summary and list delineating how the high-priority projects will be completed. Include . . .
     - Goal—Specific outcome, such as a section of trail or treatment.
     - Resources—How it will be paid for.
     - Responsibility—Who will assure that it is done.
     - Timeline—Specific dates of plan, permit, execution, completion.
   - NOTE: Perhaps utilize a Microsoft tracking & utilization measurement tool applied to the trail network, to determine pedestrian and bicycle traffic levels.
Item J

Executive Session to Discuss Legal, Contractual, and/or Personnel Matters with Legal Counsel
Item K

Adjourn