

**Kingstream Community Council
Minutes of the June 15, 2023 Meeting**

Attendance	
Board Members	Present
Steve Fast, President	Yes
Ken Neuman, Vice President	Yes
Chris Bollerer, Secretary	Yes
Larry Kaplan, Treasurer	Yes
Mike Wei, Architecture Committee	Yes
Stephanie Palmer, Communications Committee	No
Peter Mech, Landscape Committee	Yes
Jeff Albanus, At Large	Yes
Sharon Kessler, Outreach Committee	Yes
Lisa Cornaire, Management	Yes
Board meeting held via Zoom (electronically) with community member participation.	

A. Call to Order

The meeting was called to order at 7:02 P.M.

B. Approval of Agenda

The agenda was approved.

C. Homeowner Open Forum

A homeowner asked about the process for notifying homeowners about upcoming Board meetings and recommended sending out notifications in advance as had been the previous practice. Lisa Cornaire agreed and stated that she would resume the practice.

D. Review/Approval of April meeting minutes

The May minutes were approved as written.

E. Committee Reports

1. ARC – Mike Wei reviewed recently approved requests which include:

Request	Address
Roof	Parkstream Terrace
Window replacement	Parkstream Terrace
Fence	Sugarland Valley Drive
Shutters, trim and front door paint	Kingstream Circle
Deck and porch color change	Eddyspark Drive
Driveway and pipe stem replacement	Woodvale Court
Deck	Meadow Chase Drive
Replacement of walkway with brick	Kingstream Drive
Window replacement	Parkstream Terrace

Mr. Wei noted that there are some items in the ARC guidelines that require clarification. The ARC committee will meet to discuss these items and report back to the Board.

2. Landscape – Peter Mech reported no recent issues with landscaping and noted the donation of nine mountain laurel shrubs from a new homeowner which have been planted on the hill side near the tennis court to abate erosion. Mr. Mech and the Landscape Committee are planning to undertake some additional activities to further control erosion.

Ken Neuman noted that some members of the Frank’s Lawn Care team are mowing over debris instead of disposing of it; Mr. Neuman will contact their supervisor to discuss.

3. Communications – Chris Bollerer had no substantive updates. The Board discussed sending a save the date notification in the monthly homeowner communication for the community yard sale, scheduled for September 9, 2023 (rain date September 10, 2023).
4. Outreach – Sharon Kessler recapped the Memorial Day BBQ and potluck noting that 128 homeowners RSVPed and additional homeowners attended. Ms. Kessler reviewed the remainder of the proposed 2023 community events including a proposed Fourth of July parade, the adult swim party, end of summer potluck, dog swim and holiday decorating contests. The board discussed the timing and budget for these events and approved the schedule (below) and budget of \$390 for the remaining 2023 events.

EVENT	DATE	RAIN DATE
Fourth of July Parade	Tuesday, July 4, 2023 10:00 – 11:00 AM	N/A
Adult Swim Party	Saturday, July 8, 2023 6:00 – 9:00 PM	Saturday, July 15, 2023 6:00 – 9:00 PM
End of Summer Potluck	Saturday, August 26, 2023 2:00 – 4:00 PM	Sunday, August 27, 2023 2:00 – 4:00 PM
Dog Swim	Monday, September 4, 2023 7:15 – 8:00 PM	N/A
Fall Block Party	Saturday, October 21, 2023 2:00 – 4:00 PM	Sunday, October 22, 2023 2:00 – 4:00 PM
Halloween Yard Decorating Contest	Saturday, October 28, 2023	Sunday, October 29, 2023

Winter Yard Decorating Contest	Saturday, December 16, 2023	Sunday, December 17, 2023
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The Board discussed the overall process for judging the Halloween and winter yard decorating contests and agreed to a process whereby houses may be nominated by homeowners and judges will review and award the winner from the pool of nominated houses.

Ms. Kessler and Ms. Cornaire discussed the process for identifying newly sold houses which are eligible for a welcome package. Ms. Kessler then proposed purchasing keychains for new homeowners to be included in the welcome package. The Board approved the purchase of 50 keychains for \$37.99.

Ms. Kessler noted that she continues to review the Outreach Committee charter and plans to provide an updated draft within the week for review at the next Board meeting.

5. Pool – Steve Fast noted that the Board met with NV Pools and the lifeguards at the beginning of the season to discuss various pool rules and concerns. The Board reiterated that the lifeguards have its support when enforcing the rules and ensuring homeowner safety.

Mr. Neuman identified several issues with lighting in the pool house, primarily in the men’s bathroom. As a result, the Board may need to accelerate plans to address lighting issues if the repairs required this year are significant. Mr. Neuman also noted that the Board is working to validate a proposal to replace the steel doors to the pool’s pump room. Additionally, some leaks still exist in the pool house bathrooms; the Board is working with NV Pools to identify a solution.

Mr. Neuman reported that the caulking around the pool’s coping is complete, and the Board is working with the subcontractor who performed the work to identify the cost of replacing the plastic expansion joints with the same caulking solution. Mr. Neuman has identified three other companies to perform the work if additional estimates are needed. If the work takes place, it will likely happen after the pool closes for the season.

Mr. Neuman also reported that the Board is in receipt of three estimates for the replacement of security cameras in and around the pool house and grounds. The Board plans to discuss at the July meeting.

Mr. Fast and Mr. Neuman proposed the purchase of two additional picnic tables for the pool given the popularity of the existing tables. The Board approved the purchase of two picnic tables for total cost not to exceed \$400.

Finally, the Board approved the annual \$2,000 donation to the Kahunas swim team.

6. Finance – Larry Kaplan reviewed the profit and loss report, expenses and accounts receivable. All show normal activity with no major concerns. Mr. Fast noted that one CD is maturing in July and discussed next steps, including the maturation of future CDs and how the Board plans to reinvest the money to ensure a consistent schedule of maturing CDs between now and 2029.

Mr. Fast also noted that the Kingstream point of contact from Schwab will attend the July meeting and can advise.

The Board then generally discussed future financial planning to include the future reserves study, forward looking project management and interest rates.

F. New Business

1. Pool Rules – The Board reviewed revisions to the pool rules. The revisions were primarily focused on diving, safety of swimmers utilizing floatation devices, ages for pool passes, and lap swimming. The Board voted to approve the revised rules.
2. Sign Theft – A homeowner recently reported the theft of a yard sign from their property. The Board recommended that homeowners report any theft or illegal activity to the police. The Board also recommended sharing any information via social media (i.e., Facebook, Next Door).

G. Management Report

Ms. Cornaire reported that she will be performing community re-inspections for violations by the end of June. Ms. Cornaire also summarized a recent course she took focused on new laws passed in the last legislative period that go into effect in Virginia on July 1st, and the impact these laws have to the Kingstream community.

H. Highlights for Communication

The Board identified various topics for inclusion in the next community-wide communication including the pool rules, the upcoming yard sale in September, property management follow-up inspections and the next Board meeting scheduled for July 13, 2023.

I. Adjourn – (8:51 PM)

Submitted by Chris Bollerer

Homeowners in attendance:

- Beth Bollerer