

**Kingstream Community Council
Minutes of the October 19, 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	Yes
Peter Mech, Landscape Committee	Yes
Jeff Albanus, At Large	No
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 7:00 P.M.

B. Approval of Agenda

The agenda was approved.

C. Homeowner Open Forum

No homeowners were present, however a Board member noted that the County is planning improvements to the bus stop. No additional information is known at this time.

D. Review/Approval of Meeting Minutes

The September minutes were approved as written.

E. Committee Reports

1. ARC – The ARC committee reviewed recently approved requests which include:

Request	Address
Fence Replacement	xxx Kingsvale Cir
Roof	xxx Kingsvale Cir
Cement Walkway	xxxx Kingstream Dr
Fence Replacement	xxxx Kingstream Cir
Roof	xxxx Kingstream Dr
Siding & Gutter Replacement	xxxxx Meadowstream Court
Solar Panels	xxxxx Parkstream Terrace

2. Landscape – The Committee noted recent efforts to ensure invoicing for Frank’s Lawn Care is up to date. The Committee also reviewed progress on the erosion abatement on the hill behind the tennis courts and stated that they will be looking for additional plants for the hillside within the approved price range ahead of the November meeting. The Committee also discussed mulching the tot lot and playground early next year to ensure both areas are ready for the spring season. Finally, the Board discussed the dying tree on trail six; the Landscape Committee will contact Reston Tree ahead of the next Board meeting to obtain a quote for removal.
3. Communications – The Communications Committee reported business as usual with nothing substantive to update.
4. Outreach – The Kingstream Property Manager delivered the Outreach update in the Chair’s absence and reported that the fall block party is scheduled for Saturday, October 21, 2023, and 55 RSVPs have been received to date. In addition, the Committee reported that nominations for the Halloween decorating contest continue to be received; the Board briefly discussed the nomination and selection process. The Committee also stated that it is in the process of finishing the trifolds containing information for new homeowners; the Committee plans to visit new homeowners over the next several weeks.
5. Pool – The Pool Committee reviewed the status of the ongoing cement repairs being conducted by NV Pools; the Board will continue to monitor the status of those repairs. The Committee also reported that NV Pools has completed the pool winterization process.
6. Finance – The Treasurer reported that the finances are good and there has not been a great deal of notable activity over the last month.

F. New Business

1. Pool and Basketball Court Trash Contracts – The Kingstream Property Manager reviewed two quotes from Republic Services addressing the pickup and removal of trash from the pool and

basketball court. The first quote addresses year-round pickup for the trash receptacles located at the pool and basketball court; the quoted cost is \$52.37 per month. The second quote addresses seasonal removal for additional trash receptacles at the pool utilized when the pool is open; the quoted costs is \$169.34 per month. **The Board discussed the two quotes and voted to approve both.**

2. 2024 Draft Budget - The Board President reviewed the highlights of the draft 2024 budget and opened the floor for questions and comments of which there were none. The Board then made and voted on several actions, specifically:
 - **The Board voted to approve the 2024 budget as presented.**
 - **The Board voted to move \$19,810.87 from reserves to the operating account to cover 2023 reserve expenses.**
 - **The Board voted to prepay the 2024 reserve cash contribution of \$37,600 from this year's operating surplus.** (2024 will then require a reserve cash contribution in the amount of \$14,100)
 - **The Board voted to transfer the year-end operating surplus to reserves at the end of 2023 as required to balance the budget.**
 - **The Board voted to reinvest \$100,000 resulting from a CD maturing on December 20, 2023, at the beginning of January, consistent with the Board's investment processes.**

G. Management Report

The Property Manager reported no substantive updates beyond those already discussed by the Board. The Board briefly discussed two traffic related issues including an accident on Kingsvale Circle and high school students parking in the neighborhood.

H. Old Business

- Pool Cameras – The Board briefly discussed updates on the effort to replace security cameras at the pool and agreed to seek additional, more cost-effective solutions.
- Pool Automated External Defibrillator (AED) – The Board discussed purchasing an AED to be kept at the pool while open. The Board agreed to pursue the possibility and continue research into the topic.
- 2022 Audit – The Kingstream Treasurer and Property Manager noted that they had resolved several questions about the 2022 audit and the Board expects to approve the 2022 audit report during November's meeting.

2023 & 2024 Audit Proposal - The Board discussed the audit engagement letters provided by Goldklang Group for 2024 at a cost of \$3,500, and 2025 at a cost of \$3,750.

- **A motion to approve the signing of those letters was made and approved by the Board.**

I. Highlights for Communication

The Board identified the following topics for inclusion in the forthcoming community-wide communication – fall block party and Halloween decorating contest, and the next board meeting.

J. Closed Session (8:01 PM)

K. Open Session (8:06 PM)

The Board briefly discussed tree management.

L. Adjourn – (8:11 PM)

Submitted by Chris Bollerer

Homeowners in attendance: None