

**Kingstream Community Council
Minutes of the November 17, 2022 Meeting**

| Attendance | |
|---|----------------|
| Board Members | Present |
| Tyrone Yee, President | Yes |
| Ken Neuman, Vice President | Yes |
| Katie Schuster, Secretary | Yes |
| Steven Fast, Treasurer | Yes |
| Mike Wei, Architecture Committee | Yes |
| Sharon Llewellyn, Activities Committee | Yes |
| Stephanie Palmer, Communications Committee | Yes |
| Chris Bollerer, Finance Committee | Yes |
| Peter Mech, Landscape 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 as written.

C. Homeowner Open Forum

A homeowner raised concerns about the safety of the flow and fast speed of through traffic on Kingstream Drive and Parkstream Terrace to the High School. Similar concerns were also brought up regarding the metro connector bus stop that has recently been added near the pool. Ken will reach out to the local police station for possible radar enforcement and may contact the principal of Herndon High School.

No additional items were shared.

D. Review and Approval of the Previous Meeting’s Minutes

The October 22nd, 2022 Board Meeting and the Special Meeting on October 27th, 2022 minutes were approved with editorial changes to both.

E. New Business

1. The board voted unanimously to raise the maximum monthly assessment to \$510 beginning January 1, 2023.

2. 2023 Budget- Steve reviewed the proposed 2023 budget line items with the board and highlighted some of the adjustments made from the prior year's budget.

Motion was made to approve the 2023 Budget and was approved unanimously.

In sum, revenue will be increased by \$11,940. On time homeowner assessment payments are key to reducing legal expenses. Reserve study confirms we are in good health. It was noted that the association is finishing 5 years of heavy capital investments. The next 2 years of reserve spending is below \$11k per the reserve study. Routine maintenance key to extending assets lives between major repairs. The goal is to keep reserves fully funded. The Board will continually monitor and review risks, such as variable costs with additional contract renewals.

Items to be researched next year are the security cameras (2024 reserve item) and upgrading our pool swipe system.

3. 2021 Audit- An independent audit was completed on October 31, 2022 by Turner, Leins & Gold, LCC for the years ended December 31, 2020 and 2021. Tyrone presented three bullet points contextualizing the benefits of having an Audit and why one was conducted. The significant Audit findings included; that KCC finances were in good condition and records are in good standing, there were no significant difficulties, and no misstatements or disagreements within their audit.

Motion made to approve audit, and was approved unanimously

4. Pool Slide Repairs- Ken presented a quote for some additional repairs to the slide in order to extend its use full life, totaling \$380.00. Motion made and unanimously approved to put \$380.00 towards needed slide repairs.

F. Committee Reports

1. ARC – The ARC will review of guidelines to be presented in the January 2023 board meeting.

Recent approved requests:

| | |
|-------------------------------------|--------------------|
| Sidings & shutters | Kingsvale Cir |
| Siding, shutters, trim & front door | Parkstream Terrace |

2. Landscape – Reston Tree completed work on downed trees from last month. In addition to that work done in October, Reston Tree returned and stump ground roots of a pine tree at no additional cost. Ken mentioned needing help with spreading mulch at the pool garden when delivered.

Jim Franks came and cleared off the Tennis Court, Basketball Court, Playground, and Tot Lot.

3. Communication – Lisa will send Stephanie specs on new sign board. Stephanie will review findings in January 2023 board meeting.

4. Outreach – The Pumpkin Patch party was attended and enjoyed by 100 community members. Winners of the Halloween Decoration were announced and put on Facebook. Sharon estimated there was about a 40% increase in Halloween Decorations in 2022. The Board advised Sharon to communicate current contest decorating guidelines for decorating contests when the contests are

announced by communications. Sharon to provide Stephanie with those for the Holiday Decorating contest for the next email.

Sharon to provide Lisa receipts before year end 2022.

5. Pool – Committee is creating a timeframe for cameras, swipe system, and any additional updates needed for the pool, such as replacing the sand filter, lights, the door and painting the pool house, to review in January 2023 board meeting. Steve reviewed that while there was once an issue, we are now checking the water meter at beginning and end of the season. The 2022 Usage will be reviewed before Spring 2023.

6. Finance – No additional items reviewed.

F. Management Report

Ken and Lisa to contact and follow up with the storm water management for debris blockage in Zone 5 retention pond in November 2022. There is also a downed tree on park land off Old Trail 5 near Eddyspark that will be reported.

H. Highlights for Communication

The following items will be included in the next communication to the community: holiday decorating contest with guidelines, no meeting in December, and next board meeting for January 2023.

I. Closed Session (Started 8:50 pm)

The board discussed the following topics in closed session: Pool contract negotiation, a property violation that has been escalated to Fairfax County and a proposed ARC application on Sugarland Valley Drive.

J. Open Session (10:00 Pm)

K. Vote on Pool Contract

Motion made to approve Pool Contract and motion was approved unanimously.

L. Adjourn – (10:01pm)

No other business, meeting adjourned.

Submitted by Katie Schuster

Homeowners in attendance:

Jim Roewer, Larry Kaplan, Linda Propst, Sharon Kessler