Kingstream Community Council
Minutes of the July 17, 2025 Meeting

Attendance	
Board Members	**Present**
Steve Fast, President	Yes
Ken Neumann, Vice President	Yes
Chris Bollerer, Secretary	No
Larry Kaplan, Treasurer, Pool Committee	Yes
Mike Wei, Architecture Committee	Yes
Stephanie Palmer, Communications Committee	Yes
Peter Mech, Landscape Committee	Yes
Jim Roewer, Traffic Calming 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

Two homeowners were present. One of the homeowners brought up the topic of window air-conditioning units and their placement. Their concern was restricting units from front windows may not be efficient or effective for some homeowners. The Board will revisit this topic the next time the ARC guidelines are updated.

D. Review/Approval of Meeting Minutes

The June meeting minutes were approved as written.

E. Committee Reports

1. Traffic Calming – The Board received an update from the Traffic Calming Committee. In summary, the Committee has obtained approval for speed humps from all community members whose property abuts the speed humps' proposed locations. A virtual community-wide meeting will be held on August 7, 2025, at 6:30 PM; communications about the meeting will be sent to the community in advance. The Board then briefly walked through overall next steps including community voting. **The Board approved an expenditure not to exceed $700 to handle the mailing of ballots as an administrative expense.**

2. ARC – The ARC committee had seven requests submitted:

Request	Address
Shed	xxxx Kingsvale Circle
Replace front and rear doors	xxxx Kingsvale Circle
New roof and siding	xxxx Kingstream Drive
Shed	xxxx Parkvale Court
Replace cement walk and cement drive	xxx Kingstream Circle
Screened Porch & Deck	xxxxx Parkstream Terrace
Raised Flowerbed	xxxxx Meadowstream Court

3. Landscape – The Landscape Committee removed a newly fallen tree near the pool. The pool area has been mowed and trail cutting is expected soon. Committee is looking into mulch requirements for the playgrounds and weeding.

4. Communications – The Communications Committee had no substantive updates to report.

5. Outreach – The Board noted the next two community events are an end of season pool party and the dog swim.

6. Pool –The Committee noted that NV Pools appears to be doing a good job with lifeguarding and maintenance. A set of instructions is being written to assist the lifeguards on how to restore power when the GFI or breaker is tripped. It was noted that the main pool pump motor has a surge protector that can trip. NVPool is waiting on the digital dechlorinator order and will install when it arrives.

7. Finance – The Finance Committee reported no issues with the budget and monthly financials. The status of both the ongoing audit and the upcoming 2024 audit were discussed. Lisa will request a new engagement letter from the auditor. **A $50k CD is maturing in August. The Board approved the recommendation to reinvest the total amount in a new CD maturing in five years with the best rate available.**

F. New Business

1. Reserve Study – The Board meet with Levi of Mason & Mason to discuss the draft reserve study. The Board had questions on assumptions in the draft, how the inflation rate affects the tables and some of the changes the Board would like to see. The Finance committee has an action to provide Levi with changes to expenditure timing, reserve interest amounts, and two variations on the assumptions for contribution increase, inflation rate, and reserve return rate. These will be provided in mid-August. The Finance committee will then meet with Levi again in late Aug or early Sep to discuss final inputs.

2. Pool Management RFP – The Board reviewed the draft RFP and approved it. The RFP will be sent out to obtain quotes on pool maintenance & management costs.

3. Tree Removal Quote – **The Reston Tree quote of $2,400 to remove a downed tree on trail #12 was approved by the Board.** The final cost was $2,300.

4. Pool House Roof – The Board determined the pool house roof needs to be replaced. **The Board approved a quote of $8,400 to perform the work.** This is a reserve expense item. A credit of $300 is being provided by the roofer for a projected final cost of $8,100.

G. Old Business

1. Pool Slide – The Board deferred this topic until September.

2. Basketball Court Caulk – **The Board approved the quote for $1,148 for sealing the gap between the court and the drains.** This will be treated as a reserve expense.

H. Management Report

1. The Property Manager presented a bill for **$848.70** from NVPool to account for the minimum wage increase at the beginning of the year. **The Board pre-approved payment with the request NVPool clarify if this for the total season.** If it is, payment is approved by the Board.
2. Progress on the tennis court repairs was presented. Depending on weather, the repairs should be complete around the end of the month.
3. Recently the double culvert on trail #2 backup and over flowed. Ken is working with his Storm Water contact to determine whether this culvert is the responsibility of the Board or the County.

I. Highlights For Communication – The Board discussed topics for inclusion in the forthcoming homeowner communication including traffic calming, tennis court repairs, change in pool hours (when school starts), end of season party (8/30) and dog swim (9/1).

J. Adjourn (9:29 PM)

Submitted by Steven Fast