

**Kingstream Community Council
Minutes of the October 17, 2024 Meeting**

Attendance	
Board Members	Present
Steve Fast, President	Yes
Ken Neumann, 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	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 7:00 P.M.

B. Approval of Agenda

The agenda was approved.

C. Homeowner Open Forum

No homeowners were present and no topics were discussed.

D. Review/Approval of Meeting Minutes

The September meeting minutes were approved as written.

E. Committee Reports

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

Request	Address
Roof	xxxx Eddyspark Dr
Bay Window Paint	xxxx Kingstream Circle

2. Landscape – The Landscape Committee discussed the total number of cuts performed by Frank's Lawn Care throughout the year. The Committee also discussed the identification of

several dead trees throughout the community and discussed next steps including obtaining estimates for removal.

3. Communications – The Communications Committee had no substantive updates to report.
4. Outreach – The Outreach Committee reminded the Board that the Halloween trunk or treat event was scheduled to occur on Saturday, October 19th from 2:00 to 4:00 PM and reported that 11 vehicles signed up as of October 17th. The Committee stated that it is looking for additional volunteers to assist during the event. The Committee also reported that the Halloween decorating contest is approaching and that the Committee is looking for Board volunteers to help judge. The Committee reported that the process for nominating community members for the contest is going well.
5. Pool – The Pool Committee reported that repairs to the women’s bathroom in the pool house are complete. The Board reviewed an invoice from NV Pools to replace broken anchors on the pool deck for the pool cover. **A motion was made to approve; the Board approved the expense of \$853.15 as a reserve expense.**
6. Finance – The Finance Committee reported that the expenditures remain well aligned to the budget with no significant variances or issues. Three finance-focused motions were made:

Motion One – A motion was made to approve, at the end of the year, the transfer of surplus funds to the reserve account to balance the budget. The Board approved the motion.

Motion Two – A motion was made to move \$15,783.02 from the reserve account into the operating account. The Board approved the motion.

Motion Three – The Board reviewed the proposed 2025 budget and a motion was made to approve the budget with minor changes. The Board approved the motion.

The Finance Committee also discussed the pending audit, noting that materials were provided to the auditors however timing of the actual audit remains uncertain.

7. Traffic Calming – The Traffic Calming Committee noted that the letter making a formal request for a community traffic study was sent to Dranesville Supervisor James Bierman, per the official process.

F. Old Business

1. NV Pools Season Feedback Meeting – Board members who attended the recent meeting with NV Pools provided an overview of the discussion which was primarily focused on maintenance and safety issues identified during the 2024 season. Several standard practices not employed at the Kingstream pool were discussed and members of the Board also recommended developing a list of cleaning expectations for the lifeguards ahead of the 2025 season.
2. Financial Crimes Enforcement Network (FinCEN) Filing – The Kingstream Property Manager provided an overview of the FinCEN filing process, as facilitated by Rees Broome. Prior to

adjournment, Board Member Jeff Albanus signaled his intent to resign his position on the Kingstream Community County due to FinCEN reporting requirements effective the end of the meeting.

G. Highlights For Communication – The Board discussed topics for homeowner communications including the trunk or treat Halloween celebration and the Halloween decorating contest.

H. Adjourn (7:54 PM)

Homeowners in attendance:

None

Submitted by Chris Bollerer