

**Kingstream Community Council
Minutes of the November 20, 2025 Meeting**

Attendance	
Board Members	Present
Steve Fast, President	Yes
Ken Neumann, Vice President	Yes
Chris Bollerer, Secretary	Yes
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

No homeowners were present.

D. Review/Approval of Meeting Minutes

The October meeting minutes were approved with minor changes. **The Board also discussed the recent email vote to amend the November 2024 minutes to include the Board's \$48,000 contribution to the reserve account, noting that the Board unanimously voted to approve.**

E. Committee Reports

1. Traffic Calming – The Traffic Calming Committee reported that balloting on the initiative to install traffic calming devices closed. Despite the votes being three to one in favor of traffic calming device installation, the community did not submit the total number of overall votes needed to proceed. The total votes reflected 95 votes in support of traffic calming measures and 34 against. The Committee will work with Dranesville District Supervisor Jimmy Bierman's office to identify potential alternatives and next steps.
2. ARC – The ARC committee reviewed recently approved requests:

Request	Address
Windows	xxx Kingstream Cir
Siding, gutters and roof	xxx Meadow Chase Dr
Walkway and Stoop	xxx Kings Valley Court
Screened Porch & Deck	xxxx Eddyspark Dr
Fence	xxxx Kingsvale Cir
Walkway replacement, columns and planter boxes	xxxx Valebrook Ln
Replace shutters & Paint Front Door to match	xxxx Meadow Chase Dr
Shed	xxxx Meadow Chase Dr
Fence	xxxx Meadow Chase Dr

3. Landscape – The Landscape Committee reported that trail work is currently being performed, adding that the community may incur additional charges for work on Trail 8, due to the fact that repairs were more extensive than expected. **The Board made a motion to move whatever funds are necessary out of the reserves account to cover the additional trail work; the Board approved the motion.** The Committee also reported that the second leaf collection of the season will be conducted by Frank’s Lawn Care in December.
4. Communications – The Communications Committee had no substantive updates to report.
5. Outreach – The Outreach Committee had no substantive updates to report.
6. Pool – The Pool Committee reported that the slide has been disassembled and briefly discussed possible amenities to replace the slide.
7. Finance – The Finance Committee reported that end-of-year finances were positive and that the community remains in a good financial position.

F. New Business

1. 2024 Audit – Board reviewed the draft 2024 audit with brief discussion and feedback. **The Board made a motion to approve the 2024 audit as written; Board voted to approve.**
2. 2025 Reserve Contribution – The Board briefly discussed the 2025 reserve contribution. **The Board made a motion to make a cash contribution in the amount of \$32,000 to the reserve account; the Board approved the motion.**

G. Old Business

1. Finalize 2026 Budget – The Board reviewed and discussed the proposed 2026 budget. **The Board made a motion to approve the 2026 draft budget as final; the Board approved the 2026 budget.**
2. 2026 Reserves Study – The Board discussed the draft 2026 Reserves Study prepared by Mason & Mason. **The Board made a motion to approve final study; the Board approved the motion.**

H. Management Report – The Property Manager highlighted a recent Zoom meeting with new auditor Daily, Hamad & Associates and discussed some specific audit procedures and processes. The Board also briefly discussed current insurance coverage.

I. Closed Session – The Board entered closed session at 7:47 to discuss a legal issue.

J. Open Session – The Board re-entered open session at 7:55.

K. Highlights For Communication – Highlights for the monthly communication include results of the traffic calming vote, a reminder about the holiday decorating contest, and a request for homeowners to avoid dumping leaves in common areas.

L. Adjourn (8:07 PM)

Homeowners in attendance:

Beth Bollerer

Submitted by Chris Bollerer