

**Kingstream Community Council  
Minutes of the October 16, 2014 Meeting**

<b>Attendance</b>	
<b>Board Members</b>	<b>Present</b>
Tim Fouche, President	Yes
Frank Shaffer, Vice President	Yes
Jim Talbert, Secretary	No
Morna Ikeda, Treasurer	Yes
Tyrone Yee, Activities Chair	Yes
Jeff Albanus, ARC Chair	Yes
Jared Spigner, Landscape Chair	Yes
Tony DeMattia, Pool Chair	Yes
Kate Keifer, Welcoming Chair, Communications Chair, Activities Committee	Yes
Lisa Cornaire, Management	Yes

**A. Call to Order**

The meeting was called to order at 7:03 p.m.

**B. Approval of Agenda**

Minor edits were made and a motion to approve the agenda was made and seconded.

**C. Homeowners Open Forum**

Four homeowners were present, and no issues were raised. No motions were made at this time.

**D. Review and Approval of the Minutes of the Previous Monthly Meeting**

The September Minutes were reviewed. A motion to approve was made, and all voted in favor.

**E. Old Business**

**a. Trash container at tennis courts.** A trash container was purchased for the tennis courts. A neighbor, Mrs. Aronson, has volunteered to remove waste. No motions were made at this time.

**b. Kingstream Circle playground.**

*Multiple approaches to address the broken tot lot were considered.* 1) Replace damaged parts. 2) Replace the broken parts and refurbish the existing structure. 3) A full replacement of the current structure. Units selected are consistent with features currently offered. Replacement parts for the motorcycle were selected to be more current (centrifugal motion). 4) A full replacement of Tot Lot and expansion of play area. *See the attached spreadsheet detailing the options, cost and voting.*

*Additional points considered.* Slide damage was due to both vandalism (inappropriate weight limits) and weather-related wear. Both factors are independent of whether or not this is a new facility or a refurbished facility. The Board also considered moving from

plastic slides to metal slides or no slides at all.

*Homeowner comments.* Homeowner #1: Slides are a must. Replace the motorcycle. Not opposed to refurbishment. Homeowner #2: The current structure is too high off the ground. It's too high for little kids to climb up onto and further, then, for them to fall. Remove motorcycle. // Consider moving Kingstream lot to Eddyspark location. Homeowner #3: The first priority is to make it safe. Remove and/or replace the motorcycle. Would prefer full replacement from financial and curb appeal perspective. Rather replace now than replace at same time as Eddyspark Tot Lot (The Reserve Study predicts Eddyspark to expire in three years.) Homeowner #4: If KCC were to refurbish at \$10,500 and considering 1.7% inflation/year, in six years KCC is out \$10,500 + \$3,300-3,400. Prefer full replacement (Blackwood forest) from a financial point of view. Homeowners #5-13: Kate Keifer (Communications Chair) solicited comments from neighbors she knows about their preferences. She received nine emails for replacement. Homeowners #14-16: Tyrone Yee (Activities Chair) spoke with the three homeowners next to the tot lot. All wanted slides replaced in kind and to keep the same footprint.

*Vote to determine which Approach to take.* See attached spreadsheet for raw votes. The Board voted to fully replace the existing tot lot structure with no expansion.

*Homeowner comments on the five platforms selected.* Least amount of plastic. Least likely to be vandalized. Accessible to parent with younger kid(s) – no tunnels (this would exclude Highland Pass and Velocity).

*Vote to determine which platform to select.* Velocity at \$34,000. The size of the use zone may impact whether we can fit a new item (e.g. the stand-alone motorcycle) in the current playground area.

*Homeowner comments on the replacement of the motorcycle.* Not necessary. And three 'Do not replace'.

*Motorcycle Replacement.* A motion was made to vote whether to replace the motorcycle or not (it will be removed irrespectively). The Board vote on replacement of the motorcycle: eight (of eight members present) voted 'No' to replacement.

*Colors.* A motion was made and seconded for a subcommittee comprised of Jeff and Kate to select the colors of the new set.

Lisa will ask if we can get a discount on our selected options.

## **F. New Business**

- a. Email newsletter system. Last two emails were not sent to the entire distribution list. During the last mailing, the system stopped sending emails after 80 addresses. The remaining 41 emails did not receive the message. Tim will send this over to the web developer and see about other functionality. Kate proposed the use of a new system, *MailChimp*. It allows html options and information tracking. Morna

Ikeda (Treasurer) asked about signs and notification to the neighbors off of Sugarland. Kate indicated it was difficult to place signage there. No motions were made at this time.

## **G. Management Report**

### **a. Pipestem signs.**

Lisa has found that with further contact with the Fairfax County Sign Shop, that they do not install signs. (Lisa was misled when she initially inquired).

At the end of Eddyspark, there is no sign. One homeowner representing the other homeowners of this pipestem contacted Lisa debating the semantics of the 'law' posted and believes the County is responsible.

Lisa called Fairfax County again and spoke with someone who knows the Public Facilities Manual. Upon review, she was told that the County does not maintain pipestem signs. It is not up to the County to determine on what land (hence who has responsibility) signs are posted. Fire and police may enforce their posting.

Lisa then called our attorney to confirm that KCC pipestem signs are on private property and not on common property. The attorney reviewed the original deeds and confirmed these are private lands and therefore private responsibilities.

The attorney recommends that the Board pass a Policy Resolution that asphalt and signs are the responsibility of the homeowner. Lisa then asked if the Board could replace the signs and then bill the homeowners back. The attorney said that we could, but this would need to be spelled out directly in the Policy Resolution. She recommends that the attorney draft a Policy Resolution (will be included in Homeowner packets) for the Board to review and vote on. A motion to approve the attorney drafting a Policy Resolution was made, and all members supported this. The board will revisit its approach to pipestem compliance once the resolution is reviewed and passed.

### **b. Homeowner Violations.** Lisa reports that she is considering purchasing a new Property Management software to facilitate violation identification and tabulation (using pictures and letters). This software would provide greater efficiency to the process, as well as track the history of violations. No motions were made at this time.

## **H. Treasurer Report**

### **a. Reserve Reimbursement.** Morna made a motion to withdraw \$50,529.17 from the largest reserve account and move to the SunTrust Operating account for reimbursement of Reserve expenses expended in 2014 for pool house refurbishment, tennis court repairs, and security system. All voted in favor of this withdrawal.

### **b. 2015 Draft Budget.** Line by line review of 2015 Budget. The end of Budget discussion led to Reserve status discussion. // Kate initiated discussion about a second floor pool house. She proposed that the Board/community save small amounts each year. // Jared proposed the establishment of an Enhancement fund for community improvements (ie, a Rainy Day Fund). // The Board discussed the necessity of whether the Reserves should or should not be 100% funded. Some Board members felt we did not need to be 100% funded. // At the Annual

Community Association Coalition hosted by Delegate Tom Rust, Tyrone specifically asked the importance of being 100% or not. (This meeting brings representatives from HOA management and HOA attorneys to address common issues in HOA communities as well as ensure that attendees understand new legislation that may impact them.) The answer he was given was that we should be 100% funded. A judge can levy a special assessment to raise a community to the 100% funded level. // A motion was made to vote on a Rainy Day fund. Two votes in favor, five votes not in favor, one abstention. // *Activities*. Guidelines for KCC funding of KCC events needs to be established. Such guidelines would include the following: 1) Open to all homeowners. 2) A minimum participation of 50. 3) The event requires homeowner volunteers (non-Board). 4) Homeowners contribute to the event cost. 5) The Association's contribution will reach a maximum of \$5/participant. (No funds for alcohol.) // Due to the lateness of the hour, the Board tabled the Activities discussion to the November Meeting.

#### **I. Committee Reports**

- a. Landscaping. No motions were made at this time.
- b. Activities/Social. *Halloween decorating yard contest*. Judging will be the weekend before Halloween. *Fun Run* near Thanksgiving time. Kate will speak with homeowners she knows to see if it can be organized. No motions were made at this time.
- c. Pool. Furniture will be moved inside pool house after renovations are completed. Homeowner comments: New water fountain. No motions were made at this time.
- d. Communications. Newsletter will be sent around Halloween. No motions were made at this time.
- e. ARC. No motions were made at this time.
- f. Welcoming. There are two new homeowners to welcome. No motions were made for this issue.

#### **J. Closed Session**

**a. 9:45 Closed Session.** Three homeowners were sent hearing notices to meet with the Board to explain their failure to comply with HOA guidelines. Two homeowners will fix the violations, and the third was not pleased to move their trash can. But, the violation was corrected and communicated by Lisa to the Board. // We have one lawsuit for collections. // For the homeowner with commercial vehicles parked outside their home (and at a bus stop). Tim proposed that the homeowner be allowed to park their vehicles in the pool parking lot during the off-season. An Agreement between the homeowner and KCC for withholding liability was drafted with an addendum for the effects of snow and weather. The Board discussed what to do if other people parked in the pool parking lot – technically they are not permitted and can be towed at their expense. The Board considers this particular issue one of safety at a kid-drop-off and pick-up site. A motion was made and approved to move to Open Session.

#### **K. Adjourn**

A motion was made, seconded and approved to adjourn the meeting at 9:50PM. The next

meeting will be at 7:00PM on Thursday, November 20, 2014 at the Herndon United Methodist Church, 700 Bennett Street.

Submitted by Morna Ikeda, Treasurer

APPROACHES CONSIDERED	COST	DESCRIPTION	APPROACH TO TAKE		REPLACEMENT SELECTION	
			Vote 1	Vote 2	Vote 1	Vote 2
1. Replace damaged parts only.	\$4,500 \$2,000	Replace tube and double slide. Replace third, undamaged slide.	3	3		
2. Replace damaged parts and refurbish existing structure.	\$10,500	Does not include replacement of third slide.	2	x	Text	
3. Remove entire structure and replace with a new structure.			3	5		
	\$27,350	A. <i>PlayItForward (All Rec)</i> . Two slides. Reduced functionality, same size as 2-5year old tot lot.			0	-
	\$31,350	B. <i>Lookout (GameTime)</i> . Plastic roofs, plastic tubing.			0	-
	\$34,100	C. <i>HighlandPass (GameTime)</i> . Two slides. Of five options, least amount of plastic.			3	3
	\$34,000	D. <i>Velocity (GameTime)</i> . All metal walking surfaces.			5	5
	\$33,200	E. <i>BlackwoodForest (GameTime)</i> . Four slides and plastic tunnels.			0	-
	\$650	Addition of ADA compliant ramp entrance to playground.				
4. Remove entire structure, expand play area, and install a new structure.			0	-		
	x	Estimates for expansion were not solicited.				
5. Remove the entire structure with no replacement.			0	-		
	x	Costs for removal-only were not solicited.				
Replace stand-alone motorcycle.	\$2,240 \$3,422 \$1,750	A. SkyRunner; B. Spinner Installation				