

**Kingstream Community Council**  
**Minutes of the November 19, 2015 Meeting**

**Public Version - Excluding Minutes of A Closed Session**

<b>Attendance</b>	
<b>Board Members</b>	<b>Present</b>
Tim Fouche, President	Yes
Frank Shaffer, Vice President	Yes
Tyrone Yee, Secretary	Yes
Morna Ikeda, Co-Treasurer	Yes
Kate Keifer, Activities Committee	Yes
Jeff Albanus, ARC Committee	Yes
Tony DeMattia, Landscaping Committee	Yes
Steve Fast, Pool Committee	Yes
Paul Williams, Co-Treasurer and Welcoming 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**

A motion to amend the agenda to include discussion of the 2015 reserve contribution was made, seconded and all members approved.

**C. Homeowners Open Forum**

No homeowners were present.

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

A motion was made to approve the October 15 Meeting minutes, and all voted to approve.

**E. Old Business**

**1. Review draft Reserve Study**

Reserve Advisors completed the first draft of the Kingstream Reserve Study on October 29, 2015. The Board reviewed the Reserve Study, and had a number of questions concerning the assumptions that were used for the rate of return on invested reserves, the future inflation rate for estimating asset replacement costs and a reserve funding program that requires gradual annual increases instead of a level amount. The Board also discussed long lived property components that were excluded from the reserve funding, such as the bath house foundation, electrical systems, plumbing, doors and concrete sidewalk. The Board agreed that it would be beneficial to have a phone conference with Reserve Advisors concerning these issues, and asked Lisa to schedule a session during a regular Board monthly meeting in 2016.

**2. Finalize 2016 Financial Budget**

The Board reviewed the 2016 budget that was revised during the October monthly meeting. The budget revisions result in a full year 2016 loss of \$7,980 for the community. There was discussion

about adding funds for discretionary expenses, and the Board concluded that discretionary expense levels had already been fully discussed during the October monthly meeting. A motion was made to approve the 2016 budget with a loss of \$7,980, and was approved by a vote of 6 to 3.

### 3. Pool House Vandalism

On October 29, Lisa was summoned to testify at the court hearing for the two individuals who confessed to the pool house vandalism. The court approved financial compensation of \$2,260.78 to Kingstream Community Council, and the two individuals have up to 6 months to pay.

The court approved compensation did not include \$600 for the Medico lock change. The Board discussed if NV Pools should be asked to pay for the Medico lock change since their terminated pool manager provided keys to the vandals. The Board concluded that the Medico lock change was an elective upgrade that benefits the community, and voted not to pursue compensation from NV Pools by a vote of 5 to 4.

### 4. Eddyspark Tree Removal

Lisa obtained a quote from Reston Tree to remove a dead tree adjoining the Eddyspark tot lot. The quote had been approved by the Board via email. A motion was made to formally approve the \$900 quote, and all members approved.

### 5. Draft Revisions to Pool Rules

The pool rules have not been reviewed in a number of years. Steve developed a draft which the Board reviewed. Most of the revisions were minor updates. There was discussion concerning the identification of children between the ages of 10 and 13, and this issue will be reworked before additional Board review.

### 6. Reserve Contribution for 2015

Morna discussed the 2015 reserve contribution which needs to be made before the end of December. Based on a full year 2015 financial forecast and first quarter 2016 cash flow requirements, a 2015 reserve contribution of about \$45,000 will be made in December. Morna will confirm the actual amount and request Board approval via email before the end of the year.

## **F. New Business**

1. The Kahunas Swim Team sent a letter on November 17 requesting a \$2,500 donation for 2016. The Board's approved 2016 budget included a \$2,000 donation to the swim team. A motion was made to approve a \$2,000 donation to the swim team for 2016, and was approved by a vote of 5 to 3. The donation will be paid in 2016 in accordance with the pool operating agreement with the swim team. Steve was asked to notify the swim team of the Board donation.

## **G. Management Report**

The Board asked Lisa to request Herndon United Methodist Church to provide a larger room for the monthly Board meetings.

## **H. Treasurer Report**

The 2014 audit report is being finalized, and will be sent to Board members before the end of November.

## **I. Committee Reports**

1. ARC. No new report.
2. Activities/Social. Christmas decoration contest notice is scheduled to be sent.
3. Landscape. No new report.
4. Communication. No new report.
5. Welcoming. No new report.
6. Pool. No new report.

**J. Closed Session**

*Moved to Closed Session 8:47 to discuss details of an owners account.*

*Motion made to move out of Closed Session 8:49.*

**K. Adjourn**

A motion was made, seconded and approved to adjourn the meeting at 8:50 p.m. The next meeting will be at 7:00 PM on Thursday, January 21, 2016 at the Herndon United Methodist Church, 700 Bennett Street.

Submitted by Tyrone Yee, Secretary