

**Kingstream Community Council
Minutes of the June 15, 2017 Meeting**

Public Version

Attendance	
Board Members	Present
Frank Shaffer, President	Yes
Tyrone Yee, Vice President	No
Tony DeMattia, Secretary	No
Scott Graff, Co-Treasurer	Yes
Mike Wei, Architecture Committee	Yes
Elanna Weinstein Co-Treasurer	Yes
Steve Fast, Pool Committee	Yes
Kate Keifer, Activities & Communications Committee	Yes
Ken Neuman, Landscape	Yes
Other Attendees	
Lisa Cornaire, Management	Yes
Elizabeth Dubuque, Homeowner	Yes

A. Call to Order

The meeting was called to order at 7:00p.m.

B. Approval of Agenda

A motion to approve agenda as outlined was made, seconded and all members in attendance approved.

C. Homeowners Open Forum

See school noise discussion under Old Business.

D. Review and Approval of the Minutes

The May minutes were approved with several edits. The April minutes will be revised to include provide more detail on the homeowner’s open forum at the annual meeting.

E. Old Business

1. School Noise – Elizabeth Dubuque attended the meeting to discuss the issues with the PA system at HHS and its impact on her section of the neighborhood. The noise from the PA system has improved to an extent. Observations are the school is still not complying with the county noise ordinance (unsupervised student use, turned up volume, unauthorized use and playing past the 10 PM sound curfew). It is unclear what is being done to address this issue during the upcoming HHS renovation. The action taken was for Lisa and Elizabeth to draft a letter to be sent to the School Board and Supervisor Foust.

2. School Parking – There is a concern over the impact the HHS renovation will have on parking in the neighborhood. UMC is considering what their approach will be for their parking lot. The parking permit zone in the neighborhood can’t be expanded. The board will request the county step

enforcement during the first weeks of school. The community newsletters issued this summer will contain information for homeowners on who to call on parking issues and to remind homeowners about permits for themselves and guests.

3. Tradition Homes Development – The developer provided a letter for the board. Frank signed the letter which stated the HOA had no issues with the proposed development of Coomber Farm.

F. New Business

1. Ratify email vote (water fountain) and discuss improved process for the future. The board ratified is email vote on the water fountain replacement at a cost of \$977. An additional amount up to \$275 was approved by the board to correct the existing electrical issue. It was noted the previous water fountain cost was \$1,685 in 2010. The board discussed how to improve the process of addressing issues that require immediate decision (outside of a board meeting) in the future. Lisa presented an approach recommended by Tyrone where a lead board member would be contacted to determine whether to a) defer issue to next board, b) email vote or c) emergency board meeting. The board determined Frank as president is the lead board member to be contacted first by Lisa. Frank stated he has the ability to do conference calls and the consensus was that would be better than an email vote.

2. Tree removal quotes – Lisa provided the board with two quotes to remove 21 dead trees which did not include the one over the new pool shed (Reston Tree Experts - \$4250 vs The Tree Care Service \$4500). Reston Tree has provided a quote of \$1200 for the one over the pool shed. Lisa was instructed to proceed with Reston Tree Experts and to determine if they could include the extra tree at a not exceed cost of \$5,200. The board agreed that chipped material could be used at the playgrounds.

3. Asphalt trail evaluations – Ken discussed his findings on the trail inspection where each section has been numbered and a detailed set of findings was provided (1.2 miles of trails). A numbered map will be provided by Lisa. Ken assessed #4 (Eddyspark) to be the worst aside from #12 (Sugarland Valley). Lisa was requested to attempt to get three quotes by the next meeting to replace and seal all trails with the quote to be broken down by the numbered sections on map. The board will then revisit our approach once this information is available. (Note, reserve plan is \$28k in 2017, \$31k in 2021 and \$35k in 2025)

4. Franks Lawn quote – Lisa presented a quote from Franks Lawn of \$540 to clear various sections of trail of branches and shrubs. The board approved the quote and to proceed with the work.

G. Management Report

Certified letters have been sent out for outstanding dues, owners with dues still outstanding as of July 1 will be referred to legal for collections.

H. Committee Reports

1. Architecture – On track for review and approvals. Mike and Ken are to consider wording for homes that are expanding their footprint.

2. Activities/Social – Adults only pool party is now scheduled Aug 5, Saturday.

3. Landscape – See above for trail discussion. Ken volunteered to clean the tot lot (assistance welcome) and the board would evaluate its condition afterwards.
4. Communication – The following topics will be included in future newsletters; parking information as discussed, required forms for pool parties, house numbers on front of home and all changes need to be documented with the Architectural Committee.
5. Welcoming. No report.
6. Pool. The swim team has provided all their documentation along with their roster as required. The roster has been checked and is acceptable. The board approved providing the swim team funds as budgeted. Scott installed a new router costing \$220 and verified the internet is accessible in the pool area. Scott noted some of the security cameras may not be working.

I. Treasury Report:

1. Review reserve expenditure tracking spreadsheet – Scott presented the spreadsheet the board can use to track actual reserve expenditures versus planned expenditures (based on last reserve study). The spreadsheet included actual expenditures back to 2010. Scott & Lisa are tracking this year's Pool Oper. Repairs & Supplies spending, they note that expenses in this line item are tracking to come higher than budgeted. The board voted to categorize the expenditure for the umbrellas as a reserve item.

J. Adjourn

Meeting was adjourned at 9:28 PM.

Submitted by Steven Fast Secretary Pro Tem