

**Kingstream Community Council  
Minutes of the January, 2016 Meeting**

<b>Attendance</b>	
<b>Board Members</b>	<b>Present</b>
Tim Fouche, President	Yes
Frank Shaffer, Vice President	Yes
Tyrone Yee, Secretary	No
Morna Ikeda, Co-Treasurer	Yes
Kate Keifer, Activities Committee	Yes
Jeff Albanus, ARC Committee	No
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 7:04 p.m.

**B. Approval of Agenda**

A motion to approve the agenda 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 November 15 Meeting minutes, and all voted to approve.

**E. Old Business**

1. Review draft Reserve Study

Reserve Study was reviewed to see what should be included back into the reserve study. A motion was approved to request that the coloring of the pool tile be added back in given the reoccurring nature of the expense. This item was not in the prior study as the type of tile installed prior did not require the maintenance

2. A review was held with the Reserve Study Engineer. The following questions were asked.

Q: What was the rationale behind the way the annual contributions were laid out the way they were?

A: These were based upon construction inflation and “fair pay” standards. Inflation based upon historical averages was included in the study. The inflation rate was taken from the inflation in construction costs over an 8 year period in arears projected forward. This was taken at 2.9%. Then adjusted

Q: Funding Goal from page 1 : What does adequate but not excessive threshold mean?

A: Funding adequate to maintain a reasonable reserve estimated over a 30 year span.

Q: There is a 2.9% inflation rate over 30yrs. Where does that percentage come from?

A: Construction cost inflation looking back over the last 7 years and projected forward.

Q: The funding requirement increases significantly over time. Why not flat rate the funding so that the out years do not have such a steep increase.

A: Flat reserve contribution results in: a) Overfunding in the short term. B) Home owners paying for costs of improvement that they would not be there to enjoy. C) Not standard operating procedure in reserve allocation

Q: We noticed items were left out from the prior study that we want to add back in. These include Tennis court posts, pool house doors, basketball posts, concrete sidewalk, bathhouse, Electrical systems, foundation, pipes, interior of building, water and sewer, sundeck flooring, Color coating)

A: Some of these items are currently included in the study but not broken out. Where appropriate these will be added back in.

Q: Remove entrance monuments from the list on page 2.3, we do not own them.

A: Ok.

Q: What is the definition of Basketball and Tennis standards?

A: The poles that hold up the backboards and the nets.

Q: Page 2.4 property maintained by others; add in pipe stems asphalt and signage.

A: Where appropriate. Lisa to discuss with the engineer and legal.

Q: The Return on Investment looks very high compared to our current return. How was this calculated?

A: This was calculated assuming a 1.2% return on investment for the full reserve amount. This assumes a ladder set of CDs with increasing returns in the out years.

Q: Which year is our critical year for expense?

A: Year 10 in the study is the most costly year. The replacement of the pool is outside the scope of this study. Full Pool Replacement is currently estimated at 850K.

The Board requested that the tile recoloring be reinserted into the reserve study.

A vote was taken after the discussion to change the return to .4% for money in the reserve fund.

This was approved unanimously

## **F. New Business**

1. Manager Cornaire recommended that we move the coloring of the tile to next year given its condition and just clean this year. A vote was taken and unanimously approved by the board.

2. Discussion held on the annual newsletter and the notification for Dues payment to go out at the end of Feb. Discussion held over age of unaccompanied minor to be able to use the pool. Finalization of age requirement is necessary for the letter to be sent out.

The impact of recent legal requirements concerning the storage of minor photos on a database and what constitutes approval by a parent. Without a photo it is impossible for the guards to check if the person standing in front of them has met the necessary qualifications to enter the pool without risk.

Discussion continued over lowering the age to 10 -11 with parent approval of storage of image. It was decided that the legal impact was too great of a risk to take. The discussion then was around making 12 the age. Finally it was decided that 13 would be the age and would require both a test and a photo ID. This was voted on and approved.

3. Discussion around the change in language in the Dues notification and annual meeting letter from “Tenant” to “Renter” to clear up any ambiguousness in the letter. This was voted on and approve unanimously by the board.

## **G. Management Report**

Lisa provided the status of the annual meeting as well as finalizing the letter to the homeowners

Discussion was held around the need for another account as we are getting close to the 250K coverage limitation by the FDIC. Lisa directed by the board to research the options and if this was per entity or per account. The treasurers both agreed to check out the options as well.

Discussion was held around the execution of snow removal around the pool given the size of the pending snow storm. As the minimum charge was for 4 hours of work the decision by the board was to not incur the expense. This was voted on and approved unanimously.

Filling the cracks, repair and resealing of the pool deck will be undertaken by May and paid for out of the reserve fund

## **H. Treasurer Report**

Money moved from the operational fund to reserve fund as requested and necessary to meet non-taxable status

## **I. Committee Reports**

1. ARC. Approved new column to the front of homeowner Talbots residence.

2. Activities/Social. Chili Cook off postponed. Looking for a coordinator.

3. Landscape. Replacement of County path communicated to the county
4. Communication. Discussion on linking to “Next Door” which is a local community web site service.
5. Welcoming. 7 new Homeowners.
6. Pool. Frozen

**J. Closed Session**

*Moved to Closed Session 8:30.*

*Discussion of dues still pending from last year and current legal status.*

*Motion made to move out of Closed Session 8:35.*

**K. Adjourn**

A motion was made, seconded and approved to adjourn the meeting at 8:37 p.m.

Submitted by Frank Shaffer, V.P.  
Acting secretary.