

**Kingstream Community Council  
Minutes of the November 17, 2016 Meeting**

**Public Version**

<b>Attendance</b>	
<b>Board Members</b>	<b>Present</b>
Frank Shaffer, President	Yes
Tyrone Yee, Vice President	Yes
Tony DeMattia, Secretary	Yes
Morna Ikeda, Co-Treasurer	Yes
Paul Williams, Co-Treasurer	No
Mike Wei, Architecture Committee	Yes
Scott Graff, Landscaping Committee	Yes
Steve Fast, Pool Committee	Yes
Kate Keifer, Activities & Communications Committee	Yes
<b>Other Attendees</b>	
Lisa Cornaire, Management	Yes
Ken Neuman, ARC committee	Yes

**A. Call to Order**

The meeting was called to order at 7:05p.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**

None

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

October Meeting minute corrections:

Old Business Section E: Reston Tree quote total was \$5000.

Treasurer Report Section 5: 2015 Audit has been completed and approved by board.

Lisa C will reference her notes and create the meeting minutes from June and August.

**E. Old Business**

1. New Pool Shed: Prices: Lisa C obtained quotes for new shed:

Lowes: \$1265 + Tax

Home Depot: \$1433

Location of new shed to be placed at least 4' from pool house on left side the pool house along the sidewalk.

Lowes Shed was approved by board with vote 8-0 to include the following options:

- a. 8' by 7.72 ft shed installed \$1265 = Tax
- b. Wall vents \$16
- c. Leveling blocks \$49

- d. Felt Drip Edge \$79
- e. Floor Choice ¾ in plywood \$139
- f. Shingle and shed color to be selected by ARC committee to match pool house.

### **F. New Business**

- 1) 2017 Draft Budget line by line review and approval.
  - a. Insurance – Board voted NOT to insure the pool for earthquake damage due to cost estimate of \$1000 min + 10% deductible. Vote 8-0.
  - b. All property values on insurance were adjusted to match our most recent reserve study.
  - c. Insurance umbrella – board voted 8-0 for 2 million dollar umbrella insurance policy.
  - d. Monthly Pool water bill S. Fast to investigate and review history of water bills to determine cause. Yearly Budget estimate \$5700.
  - e. Pool Management contract: NV pools presented the HOA with two options:
    - i. Opt 1: two guard coverage; reduced operating hours at end of season due to school opening Aug 21.
    - ii. Opt 2 includes Opt 1 plus reduce operating hours by 7 hours/week.

The board voted 5-2 for option #2.  
 The board voted 7-0-1 to open the pool at noon as opposed to 11AM.  
 Payment discount opportunity includes a discount of \$500 if entire year’s pool contract paid in full Feb 1. Board voted 8-0 not to accept.

**Budget Approved as amended with net income \$1899.20 Vote 8-0.**

### **G. Management Report**

1. Paylease terms & conditions sent in electronic packet to board.
2. High School sound issue: Neighbor will address directly with Fairfax County. Fairfax County is still investigating.
3. Reserve Study: A planning session will occur to estimate work required tin 2017 (Edyspark Tot lot replacement; and trail repair.

### **H. Treasurer Report**

1. Co Treasurer Scott Graff voted in by board 8-0. Paul William formerly stepped down off board. Frank Shaffer will assume Landscape Committee position.
2. Reserve Options: Morna to select a bank to put \$75K into saving account Board voted 8-0 to approve.
3. Bank Signers Change – on awaiting copies of driver license and SSN info from HOA board officers for Morna to update bank signature cards. Waiting on action #2 to finalize all signature cards.

### **I. Committee Reports**

1. Architecture – mtg 11/21 to review new ARC software package. All applications are current.
2. Activities/Social.
 

Kate K looking for neighborhood Caroling organizer. Board voted 8-0 to allocate up to \$300 in spending for Chilli cookoff (Hiddenbrook) in Jan – March timeframe.
3. Landscape. No new report.

4. Communication. Reminder in monthly newsletter regarding garbage can pickup and yard waste to be placed at curb the night before pickup only; and snow shoveling responsibility for sidewalks.
5. Welcoming. No new report.
6. Pool. Security Light acting up – needs to be investigated. Recommendation to install motion sensor light switches inside pool house to reduced electric bill.

**J. Closed Session**

*Moved to Closed Session 9:58.  
No delinquent accounts to review*

**M. Adjourn**

A motion was made, seconded and approved to adjourn the meeting at 10:00 p.m. The next meeting will be at 7:00 PM on Thursday, December 15, 2016 at the Herndon United Methodist Church, 700 Bennett Street.

Submitted by Tony DeMattia Secretary