

**Kingstream Community Council
Minutes of the June 21, 2018 Meeting**

Attendance	
Board Members	Present
Frank Shaffer, President	Yes
Tyrone Yee, Vice President	Yes
Steven Fast, Secretary	Yes
Scott Graff, Co-Treasurer	No
Elanna Weinstein Co-Treasurer	Yes
Mike Wei, Architecture Committee	Yes
Ken Neuman, Landscape	Yes
Sharon Llewlyn, Activities Committee	No
John Rush, Communications Committee	Yes
Other Attendees	
Lisa Cornaire, Management	Yes

A. Call to Order

The meeting was called to order at 7:02 P.M.

B. Approval of Agenda

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

C. Homeowners Open Forum

No homeowners in attendance.

D. Review and Approval of the Minutes

The May minutes were approved with editorial and minor corrections.

E. Old Business

1. Fence – The ARC committee presented some additional changes-details to the guidelines and recommended no change to the current fence guidelines. The recommendation did include wording on pipestems clarifying the current guidelines. The board approved recommendations to section I, C, Section II, W, ~~new section III (with editorial changes)~~ and Section VI. The major issue with the fence guidelines is their application to homes on pipestems. All agreed that the guidelines are sufficient for other areas of the community. Everyone agreed pipestem properties create challenges in interpreting the current guidelines. It was pointed out the other communities have stricter rules regarding fencing. Frank had provided some recommendations in an email. An action was given to the ARC committee to determine how many pipestem homes exist and which ones already have fencing. This issue will be discussed further at the next meeting.

2. Uncut grass – Ken met with the Park Authority naturalist to discuss the grass that is not being mown at the entrance of Sugarland Run on Sugarland Valley Drive. The area has been designated a part of the Chesapeake Bay Resource Protection Area. The Park Authority will be putting up no mowing signs. They have also applied for a grant to fund plantings in the area.

F. New Business

1. April Meeting Procedures – The board discussed and decided to have a brief board meeting pick officers and committee chairs immediately after the April (Annual) meeting in the future rather than wait until the May meeting. This will allow board members more time to understand their roles on the board.
2. Open Forum – Guidelines for conducting the open forum were discussed. There are guidelines for both the homeowner and the board. These guidelines will be inserted in the Board Member Roles & Responsibilities document.
3. Reston Tree Quote – A quote for \$1,500 was provided for the removal of eight ash trees between the tennis court and Kingstream Drive. The board provided authorization to proceed.
4. Website Refresh – Lisa provided information on GoDaddy options for websites (template vs Wordpress). John will provide a mock up for the revised website for the board to consider at the next meeting. The board authorized a \$500 for this effort.

G. Management Report

Property inspections have been completed. A total of 73 violations were noted with the majority being related to upkeep of properties.

The annual audit of KCC's accounting books will begin next week.

Certified letters (7) have sent out relating to late dues.

H. Committee Reports

1. Architecture – Four applications are currently being processed.
2. Activities/Social – No report.
3. Landscape – Ken has walked the trails with the Park Authority (PA). The PA has replaced the culverts by the playground. The PA would like to put in a new culvert and remove a section of their trail near trail 5a. Ken is discussing with the PA if they could pave 5a as a by-pass around the PA trail being removed. There will be a meeting with Finley in two weeks to discuss KCC's trail repairs. Two complaints regarding standing water were received. The phone number for the county storm water issues is 703-877-2860. The retention pond signs have numbers on them to use as a reference when calling the county. There appears to be silting issues in the drainage through the neighborhood due to the construction at HHS. The flower garden by the pool is doing well. Two dead crape myrtles by the pool entrance were removed and replaced with grass. The remaining crape myrtle was pruned back and appears to be recovering. Twelve families participated in the community clean up day. Another day may be planned for this fall. Next spring's cleanup may be in March for cooler weather.
4. Communication – Lisa recommended a community resources section for the website to provide helpful numbers and links for the county, utilities etc. See discussion above on website refresh.
5. Welcoming – Three new households welcomed to community.

6. Pool – Steve is continuing to monitor water meter. Frank will make another attempt to discuss with Fairfax Water our billing issue and document all attempts to resolve the overbilling since October 2017. Lisa wanted to thank the swim team for their flexibility in moving practice at the request of the lifeguards. She also noted that a repair is scheduled for a failed backflow meter. Ken had researched the cost of a new basketball hoop. NV provide and install a new hoop for \$110. The board approved this expense. The lifeguards had discussed with Ken a concern with keeping the pool deck clean. Ken recommended we buy a leaf blower for the guards to use. The board approved a \$100 expenditure for this recommendation.

I. Treasury Report:

1. A reserve CD (\$100k) reached maturity on May 29. A 30-day CD was purchased at 1.6% in order to see the effect on interest rates of the June Federal Reserve meeting, which raised rates 0.25%. At maturity of tThe 30-day CD, ~~will be converted to~~ a new 5-year CD will be purchased in July with an anticipated rates ~~d~~ between 3.25 – 3.5%. ~~This should~~ yield approximately \$~~3,250~~12,400 in annual interest for this \$100K.
2. The board approved making a \$50,000 reserve contribution in July~~payment now~~ instead of later in the year. The total 2018 reserve savings~~contribution~~, with this year's anticipated interest of \$9,400, will be \$59,400. This will keep reserve savings~~contributions~~ on budget~~track~~.
3. The operating account currently has \$143,000. The apparent landscape overage ~~is~~ (\$19k vs \$16k) is due to how the expenses from the end of last year are carried forward and this year's portion of the bill is not yet carried forward to 2019 by the CPA. Once those accounting adjustments are made the landscape contract expenses will be aligned with the budget.

J. Closed Session – The board held a closed session to discuss legal.

K. Open Session

Tyrone brought up the HHS parking situation. Frank agreed to discuss this with the principal, with the board's position being we were open to renting out parking to teachers or staff only. The board was asked to provide Frank with any questions for the principal. Additionally, the board members are to provide Frank with information to provide a parking Q&A to the community to be posted on the website.

L. Adjourn

Meeting was adjourned at 10:01 P.M.

Submitted by Steven Fast