

**Kingstream Community Council
Minutes of the February 15, 2018 Meeting**

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

A. Call to Order

The meeting was called to order at 7:03p.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

No homeowners in attendance.

D. Review and Approval of the Minutes

The January meeting minutes were approved as amended.

E. Old Business

- 1) Fairfax County Water Bill adjustment:
 - i) Two attempts have been made to confirm financial credit to KCC water bill.
 - ii) Frank Shaffer to follow up with Russell at Water Department this month.

F. New Business

- 1) Annual KCC Home Owner Association Meeting presentation review:
 - a) Katie Defoe Community Police Fairfax County will attend meeting. We have the following actions ongoing in the community:
 - i) Light @ Dranesville & Bennett Street complaints regarding dangerous intersection.
 - ii) Eddyspark Speeding complaints.
 - iii) VDOT traffic monitoring study on Kingstream Drive
 - b) Topics of discussion at Annual Meeting:
 - i) No Dues Increase
 - ii) Investment strategy for reserve funds
 - iii) Major Pool repairs in 2017
 - iv) Trail repair planning accomplished in support of work to be done in 2018.
 - v) Property Management Contract

- c) Communications Web Site: Scott G/Lisa C to work cooperatively to redesign w/ new community charter group.
- d) All presentation slides due Lisa C within 2 weeks from 2/15 meeting for inclusion in annual presentation.
- 2) Audit Engagement:
 - a) Sending a letter to auditor requesting 2 year agreement - \$3000/year fee.
 - b) Reserve allocation: Board changed the reserve methodology to come off reserve study.
 - c) Tax status changing to Corporation for filing taxes due to investment strategy making community more interest income.
- 3) Committee Charters: The Board performed a review of each committee charter and made modifications.
- 4) Additional edits made to the 2018 budget and in order to minimize tax status additional funds were earmarked for reserves.
- 5) motion to approve the changes was made and unanimously approved

G. Management Report

- 1) Dues notice goes out 2/16.
- 2) Proxy goes out with dues notice (John Rush; Sharon Llewellyn; Ken Newmann and Steve Fast).
- 3) Pool:
 - a) Andrew head lifeguard & pool manager from last year will be back for 2018.
 - b) Handyman – Jonathan Peters made the following improvements at the pool:
 - i) Exterior Doors painted.
 - ii) Fiber glass panels installed in chemical room.
 - iii) Fence repairs along trail #4.
- 4) KCC Culvert Cleanout:
 - a) Proposal to add line item in budget for once a year cleanup.
 - b) Start checking with Jim Frank Landscaper which KCC areas he needs to cleanup

H. Committee Reports

- 1. Architecture – All applications have been reviewed – no backlog pending. Will be taking “after photos” of completed projects.
- 2. Activities/Social – no report
- 3. Landscape - Reston Tree finished Phase 2 of tree removals behind pool and Trail 2/8.
- 4. Communication – no report
- 5. Welcoming – no report
- 6. Pool - Water meter usage continued monitoring by Steven Fast.

I. Treasury Report: For budgetary purposes we will use the 2015 water expense numbers. Tyrone reviewed the reserves savings investment program, including overview of the debt markets and the impact of higher rates on the CD investment portfolio. A \$100k CD @ 1.5% matures 5/29/18. Tyrone requested authority to reinvest the \$100k in a 2023 CD, with an interest rate above 3%, increasing the interest income about \$2,000. Board approve request unanimously.

J. Adjourn

Meeting was adjourned at 9:29 PM.

Submitted by Tony DeMattia