

**Kingstream Community Council  
Minutes of the August 20, 2020 Annual Meeting**

<b>Attendance</b>	
<b>Board Members</b>	<b>Present</b>
Tyrone Yee, President	Yes
Ken Neuman, Vice President	Yes
Steven Fast, Secretary	Yes
Scott Graff, Co-Treasurer	Yes
Mark Jensen Co-Treasurer	Yes
Mike Wei, Architecture Committee	Yes
Sharon Llewellyn, Activities Committee	Yes
John Rush, Communications Committee	Yes
<b>Other Attendees</b>	
Lisa Cornaire, Management	Yes
Board meeting held via Zoom (electronically) with community member participation	

**A. Call to Order**

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

**B. Board of Directors**

1. Board Introduction – Tyrone Yee introduced the board members.
2. Candidate Introduction – The following candidates for the board were introduced: Ash Allgyer, Sharon Llewellyn (incumbent), Katie Schuster, and Tyrone Yee (incumbent).
3. Ms. Cornaire reviewed the procedures for tomorrow’s election regarding proxies and in-person voting.
4. Year in Review Presentation  
*2019 Accomplishments and 2020 Objectives* – Tyrone Yee reviewed the highlights of 2019 accomplishments. Objectives for 2020 include basketball court color coat and tennis court repairs.

*Community Appearance* – Lisa Cornaire reviewed the importance of property inspections and commonly cited issues. The board has proactive in removing trees that are a risk to the community and noted homeowners should follow this practice as well.

*Architectural Review* – Mike Wei stressed the importance of the ARC is to maintain our home values. The use of our online tool has successfully expedited the review of ARC applications.

*Pool Committee* – Steven Fast noted the pool contract was the most significant item for 2019. The pool was open all summer as scheduled with no safety issues. Various minor repairs were completed. New pool furniture was acquired for 2020. Water and electrical usage are being monitored.

*Communications Committee* – John Rush discussed the website, continued use of the email newsletter and Facebook to keep community members informed of activities in the community.

*Activities Committee* – Sharon Llewellyn reviewed the successful 2019 activities.

*Welcoming Committee* – Elanna Weinstein welcomed 16 new families to the community in 2019. New homeowners are encouraged to become active in the community and keep their contact information up to date with the property manager.

*Landscape Committee* – Ken Neumann reviewed the landscaping changes at the tennis court, drainage repairs and the grounds contract. The community spring clean-up was a great success. The Eagles Scout Project (Mason Terrell) paved the area around the grills at the pool house. Fairfax County Park Authority completed the trail.

*Finance Committee* – Mark Jensen reviewed the past and current operating expenses. The operating expenses are being well managed. Operating accounts pay the annual expenses and the reserve account is a legal requirement intended for the repair & replacement of capital assets. Tyrone Yee discussed the reserve account. The community is in the middle of a major repair period. In 2017, \$52K was spent on pool projects, in 2018, \$46k was spent on trail repairs, in 2019 \$74k was spent on trail work, basketball court drainage and pool furniture. In 2020, about \$110k will be needed for the basket ball court color coat and tennis court resurfacing.

The community owns \$1.5 million in capital assets, which includes the pool house, tennis courts, basketball court, 1.3 miles of asphalt trails and two playgrounds. The reserve account is used to fund repairs to these capital assets. The reserve account balance at the end of 2019 was \$573k, about 6% above the reserve study target. Every five years an engineering firm assesses the condition of our capital assets, called a “reserve study”. Our reserve account has been fully funded since 2015. The interest we are earning on our investments has allowed homeowner dues to be steady. The last increase in homeowner dues was 2007 and no increase is expected in the next few years. KCC is in excellent financial health!

### **C. Homeowners Q & A, Open Forum**

Q. Why did the presentation only cover 2019?

A. The primary purpose of the annual meeting is to cover the previous year’s fiscal status. Since we are in the middle of 2020, a complete financial picture cannot be provided at this time.

Q. With the pool closed, are we paying the full price to NV?

A. The board discussed payments with NV if the pool closed. Since we closed, we are not paying for the presence of lifeguards which is a savings of about \$26k. NV is still being paid to physically maintain the pool (chemicals, cleaning, maintenance).

Q. What is the retirement plan for the trail mentioned in the presentation?

A. The board needs to develop a plan for the trail over in Sugarland Valley Drive, since it is essentially inaccessible due to the Fairfax County Parkway and decisions the Park Authority has made.

Q. How are the board officers chosen?

A. The board members volunteer for a position or voted on by the board members if more than one person volunteers.

Q. How are we monitoring Schwab handling of the reserve funds?

A. The funds are conservatively invested in CDs with no administrative or transaction fees. Currently the president & property manager work with the financial advisor at Schwab to monitor market rates to ensure we obtain the best available rate of return when funds are reinvested.

Q. Sidewalk/curb repair has occurred in the community, what was the board's role in this?

A. The board & our property manager developed a list of areas needing repair and submitted it to VDOT.

Q. Where is the trail that is being retired?

A. The board has a trail map on its website, it is trail #12 and located behind homes on Sugarland Valley Drive.

Q. Does the board have a plan for the tot lot?

A. The board is aware of the condition of the Eddyspark tot lot. In the near term, both playgrounds need new mulch. The board needs to develop its plan for the Eddyspark tot lot next year. It will be a priority item.

Q. Does the board have a plan to increase involvement of the community and increase the transparency of its actions?

A. The board invites any suggestions to increase community involvement, through attending in-person meetings when they resume or using electronic meetings. The board is required to have in-person meetings under normal circumstances and the current use of electronic meetings was an exemption allowed by the state under emergency circumstances.

Q. What can the board do to support the neighborhood food trucks?

A. The HOA cannot endorse any specific business. The board is willing to see if there is a way forward to assist & promote these types community activities.

#### **D. Adjorn**

Meeting was adjourned at 9:00 P.M

Submitted by Steven Fast

#### **Homeowners in attendance:**

Scott Twiss, Beth Bollerer, Ash Allgyer, Mary-Anne Blodgett, Christing Terrell, Christiane Cruz, Barb Rogers, Mark Milazzo, Joan Talbert, Toni Kupets, Cecil Macannan, Danielle Schill, Kate Keifer, Stephanie Palmer, Katie Schuster, Kaitlyn Weatherton, Missy Gallus, Dilma Anaya, Linda Hammel, Chris Hines, Ian Slimon , Ed Guy

**Kingstream Community Council  
Minutes of the August 21, 2020 Annual Meeting**

<b>Attendance</b>	
<b>Board Members</b>	<b>Present</b>
Tyrone Yee, President	Yes
Ken Neuman, Vice President	Yes
Steven Fast, Secretary	Yes
Scott Graff, Co-Treasurer	Yes
Mark Jensen Co-Treasurer	Yes
Mike Wei, Architecture Committee	Yes
Sharon Llewellyn, Activities Committee	Yes
John Rush, Communications Committee	Yes
<b>Other Attendees</b>	
Lisa Cornaire, Management	Yes
Pool Parking Lot	

**A. Call to Order**

The meeting was called to order at 7:20 P.M.

**B. Establish Quorum**

Ms. Cornaire noted there were 30 homeowners in attendance and 133 proxies.

**C. Appointment of Inspectors of Election**

Four homeowners volunteered to be election inspectors (K. Kiefer, C. Terrell, J. Talbert, & P. Shaffer).

**D. Election**

Election results tabulated by inspectors.

**E. Announcement of Election Results**

The following homeowners received the most votes and therefore were elected to the board: Ash Allgyer, Sharon Llewellyn and Tyrone Yee.

**F. Adjourn**

The meeting was adjourned at 8:35 P.M.

Submitted by Steven Fast