

**Kingstream Community Council
Minutes of the May 20, 2021 Annual Meeting**

Attendance	
Board Members	Present
Tyrone Yee, President	Yes
Ken Neuman, Vice President	Yes
Steven Fast, Secretary	Yes
Ash Allgyer, Co-Treasurer	Yes
Mark Jensen, Co-Treasurer	Yes
Mike Wei, Architecture Committee	Yes
Sharon Llewellyn, Activities Committee	Yes
Stephanie Palmer, Communications Committee	Yes
Scott Graff	Yes
Other Attendees	
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 7:01 P.M.

B. Pool Announcement

Steve & Tyrone informed the community the pool would be opening under its 2019 rules based on discussions with NV Pools about the upcoming lifting of restrictions.

C. Approval of Agenda

The agenda was approved as amended

D. Homeowners Open Forum

Various homeowners thanked the board for their work in getting the pool ready for this summer. The organizers of the food truck were also thanked by community members. The tot lot replacement and tot lot mulch were discussed briefly. Beth requested the assistance of the communications committee in reaching out to the community to determine if there would any interest in holding a neighborhood open house event.

E. Review/Approval of March & April meeting minutes

The March minutes were approved as written. The April minutes were approved as amended.

F. Review Board Member Roles & Responsibilities

Lisa reviewed materials explaining Board members roles and their responsibilities to the community & each other.

G. Board Position Selection

Board Member Positions- The Board officers were selected as follows:

- a. President – Tyrone Yee
- b. Vice President – Ken Neumann
- c. Secretary – Steven Fast
- d. Co-Treasurers – Ash Allgyer & Mark Jensen
- e. Members at Large – Scott Graff, Sharon Llewellyn, Mike Wei and Stephanie Palmer

H. Committee Volunteer and Board Liaison Selection

1. ARC: Board Liaison – Mike Wei; Members: Ken Neuman, Stephanie Palmer, Scott Graff & Jeff Albanus
2. Landscape: Board Liaison – Ken Neuman; Members: Peter Mech, Susan Green, Debbie Laskey, Katie Schuster & Tyrone Yee
3. Communication: Board Liaison – Stephanie Palmer; Members: Danielle Schill & Katie Schuster
4. Outreach: Board Liaison – Sharon Llewellyn; Members: Scott Graff & Katie Schuster
5. Activities: Board Liaison – Sharon Llewellyn; Members: Scott Graff
6. Pool: Board Liaison – Steven Fast; Members: Beth Bollerer, Ash Allgyer, Scott Graff & Sharon Llewellyn
7. Finance: Members: Ash Allgyer, Mark Jensen & Tyrone Yee

I. Committee Reports

1. ARC – The approval process has some challenges in terms of notifying neighbors when trucks are at a work site.
2. Landscape – Over the last two months we have had several trees come down in zones 1 & 2 due to high winds. Reston Tree removed the debris for \$1300.

HEMAX started the culvert project on 22 March as scheduled. Two change orders were made from the original contract. 1) Culvert pipe running under the trail needed replacement because there was not enough fall for the water to drain correctly. 2) Four retaining walls were needed due to safety concerns with the final grade in several areas. Project was completed on 7 April. This project serves as a reminder that when the board enters into a contractual agreement with a contractor on any project, that there may additional unanticipated costs and why it's important to have a project manager in place to understand the financial impact on the HOA. We are in the process of getting landscaping ideas from HEMAX for the hillside to the rear of the court and Parkstream Circle. This area has erosion issues that need to be corrected at some point. Total cost of this project with the two change orders was \$32,350. Our grounds crew stated the mowing season on 6 April. They mulched the area around the pool and fertilized several zones per our contract. Lisa and I met with Jim Franks to do our annual walk of the community. The landscape committee planted a variety of flowers and shrubs at the front entrance to the pool for a total of \$470. I would like to make a motion to approve up to \$600 for additional plantings / shrubs along the right side of the pool house and fence. This motion was approved

3. Communication – Katie reported the website update is nearly complete with only some minor changes to resolve. Katie requested a statement from the Board on the pool opening for a communication email on Monday.

4. Outreach – Sharon & Katie discussed the status of the charter and how Outreach will work with Activities in a coordinated manner while operating within the planned budgets for these committees. Three new homeowners were welcomed in April & May.
5. Activities – Any future activities for the remainder of this year will be discussed at the next board meeting.
6. Pool – The swim team meet schedule was reviewed and approved by the board (5 Saturday mornings & 4 Wednesday evenings). The dates and times will be posted to notify the community. The board approved the payout of the \$2,000 swim team budget item since the team has provided the required information for operation to the board.
7. Finance – Committee noted the April statement looks good. The reserve study and the minimum wage impact will be discussed further in June. HEMAX has been paid from reserves for their work at the tennis court (total \$32,350). In April, one reserve CD for \$100k was reinvested at an interest rate of 0.35%. An additional \$100k CD was placed in money market funds in order to be available for this year's reserve expenditures. In 2022, \$200k & in 2023, \$200k of funds will mature. A \$100k CD will mature in 2024.

J. New Business

1. Tennis Program – Ash reviewed the details of the pilot project for tennis classes. Since the contract does not commit the beyond a year, the board approved this pilot program.

K. Old Business

1. NV Pools:
 - a. Minimum Wage Increase – Tyrone discussed the difference between NV's invoice and our estimate of the minimum wage increase required by the contract. NV's invoice is \$282 more than our estimate, \$4,662 vs \$4,380. Lisa was requested to contact NV to resolve the difference.
 - b. Lifeguard Hours – A reduction in lifeguard hours (44 hours, 2 lifeguards for 11 two hour periods) was noted due to the agreed upon swim team practice schedule.
 - c. Reduction in hours due to swim team - Lisa was requested to contact NV to determine if a refund was possible for reduced hours due to the team practice or whether these hours could be shifted to later in the summer.
 - d. Consumables – Lisa was also requested to discuss with NV the refund of \$1,500 in consumables.

Ken notified the board the CAT controller will need to be replaced per NV. NV is also recommending a new reserve tank system. He also noted there appears to be no chlorine shortage in the commercial market.

L. Executive Session (9:20 P.M.)

To review delinquent accounts

M. Open Session/Adjourn (9:46 P.M.)

Meeting was adjourned

Submitted by Steven Fast

Homeowners in attendance:

Beth Bollerer, Danielle Schill, John Rush, Missy Gallus, Katie Schuster, Elizabeth Dubuque, Christiane Cruz, Peter Mech, Kate Keifer, Don & Rosanne Fronzak