

**Kingsgate 5 Homeowners Association**  
**Board Meeting Minutes**  
**May 11, 2026**

<b>Board members present</b>	<b>Visitors</b>
Luke Ritting	J & Howard Heflin
Ashley Gillen	Jess Mackintosh – Gators Coach
Shelby Dickinson	
Sarah Starr	Kyle Gilpin
KaeRae Parnell	Alan Nelson
Dave Williams	Catherine Earley – Gators president
Essex Speckhals	Anna Doyle
Royal Hanson	Bill Burkett
Kelly Stowe	Alex – Ziplly Fiber

**Meeting started at 6:35 pm**

**Meeting Minutes approval:** Discussion about meeting minutes opened meeting. Updates made by Catherine Earley that the Gators’ coach is returning, not new. Also, she felt much of the Gators’ discussion last meeting was clarification that the Gators are a committee of the HOA board not an independent entity. Dave Williams corrected using the word steel to describe zip ties, not steal. Amendments were made to minutes.

**Motion was made by Essex Speckhals, seconded and voted to approve April minutes as amended.**

**Treasurer’s Report: Ashley Gillen reported:**

- Mostly finished with dues collection – 7 left outstanding out of 342 homes. 7 paid since last meeting. Will be receiving notice they will be referred to the attorney if not paid soon.
- Has finished 1<sup>st</sup> quarter payroll work. She advised she must have all IRS paperwork for anyone who will be working for HOA before they can start working. Sarah advised she has a stack of forms from lifeguards that she will be giving to Ashley in next few days.
- Ashley is looking to confirm volunteers to help with pool audit. KaeRae, Royal, Luke, Essex, Ashley, and Sarah agreed to part of audit committee.
- **Motion made by Royal Hanson, seconded and voted to approve treasure’s report.**

**Pool report: Sarah Starr reported:**

- Pool opening May 18<sup>th</sup> for Gators practice.
- Kelly McPherson has taken over doing flowers at pool.
- Doing lifeguard training. Some finished and more will be coming.
- Working on stanchion anchors in cement. Can be finished prior to pool opening if use current contractor.
- Steve Starr has helped get sound system at pool working.
- KaeRae had question about pool parties. Will start being available May 23rd.

**Gators report: Catherine Earley reported:**

- They are looking into cost of anchor replacement – looking at additional bids.
- Ashley questioned having only one bid for the anchor repair. There have been lots of e-mails discussing what the bid is and looking at additional bids. Essex asked if getting additional bids delays the repair. The Gators are ok with installation delay to get the bids. Sarah will contact Orca to get quote.
- Jess Mackintosh introduced herself as the Gators coach. 128 team members in 75 families. At the team meeting everyone was very excited about the upcoming season

**Park report: Dave Williams reported:**

- Lights reinstalled around courts. Seems to be less litter after that was done.
- Looking at a 2027 repair of the asphalt paths through the trees. Damage has been caused by root upheaval.
- Signs will be finished soon.

**Recreation report: KaeRae Parnell reported.**

- Has a couple of ideas. Looking at having an activity quarterly.

**Compliance: Shelby Dickinson reported:**

- Has been contacted about issues with parked cars. Too many and causing issues.
- Questions about fence lines/repairs and having work done on trees.

**Old business:**

- Alex from Ziplly Fiber was present to answer questions about installing fiber lines in neighborhood. One third is fiber, remainder copper. Ziplly is interested in installing fiber in community. This would be no cost to HOA or residents He can have the letter changed to make liability to Ziplly.
- Question was asked about HOA signing letter – Ziplly needs this move forward with the project. Alex says signing would add HOA liability.
- Dave asked question about letter referring to “property” – he reiterated that the only property the HOA owns is the pool and the park. Alex responded that they most commonly deal with Condo and multi-family situations.
- Bill asked if there would be boxes like cable uses. Alex said no. Most equipment is underground.
- Ashley advised Alex Ziplly would need to contact the City of Woodinville regarding access for construction. Dave advised that would be Amy Ensminger. There really should be no K5 board activity on this unless the city determines the HOA owns any impacted property.

**Homeowner petitions:**

- none.

**New business:**

- None.

**Moved to adjourn regular meeting to go to closed session by Essex Speckhals, seconded and approved.**

Meeting adjourned at 7:32 pm.