Kingsgate 5 Homeowners Association
Board Meeting Minutes
August 10, 2026

Board members present	Visitors
Luke Ritting	J & Howard Heflin
Ashley Gillen	Steve Starr
Shelby Dickinson – not attend	
Sarah Starr	
KaeRae Parnell	
Dave Williams	
Kelly Stowe	
Royal Hanson	

Meeting started at 6:33 pm via Zoom.

Meeting Minutes approval: Discussion about meeting minutes opened meeting.
Motion was made by Dave Williams, seconded and voted to approve August minutes.

Treasurer's Report: Ashley Gillen reported:

- Financial info shared earlier in e-mail.
- Ashley worked with our attorney on 2 outstanding lots (owing over $200). Each has been sent a certified letter about delinquency. Two other accounts have made partial payment.
- Royal and Ashley completed the Labor Statement/Census document.
- Payroll taxes were paid at the end of July.
- **Motion made by Dave Williams, seconded and voted to approve treasure's report.**

Pool report: Sarah Starr reported:

- This is the last week of swimming lessons. There were 252 students signed up. 150 from the public and 102 HOA members and pool pass purchasers.
- Had to close the pool last week for 4.5 hours because of smoke.
- Previously discussed intruder at pool came back. Was asked by lifeguard if had permission to be there. He became abusive and the police were called. Police found him in apartment/condo pool area – he had jumped the fence. He was given a trespass citation and cannot come near pool for 1 year. We have a case number and name of 27-year-old. If he comes back police will be called and he will be arrested. Patrols by the pool have increased.
- Working on updated hours through Labor Day. Will send to board and have posted.
- She is working with KaeRae on an end of season gathering. It will 9-4 in evening.
- Lat day pool open will be 9-7.

Gators' report: Catherine Earley reported by e-mail:

- Stanchion anchors have been scheduled for September 9. I asked Sarah if she needed my support that day but have not heard back. Please let me know if I can assist.

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- Gator survey closed with a 68% response rate (if you don't count duplicate family responses i.e. a swimmer and a child from the same family giving feedback). This is statistically an outstanding response rate!
    - 11 Swimmers and 51 parents filled out the survey
    - 85% said they would definitely return next year
    - All questions scored over 92% positively, I've attached them at the bottom if you're curious
    - Coaching, culture, swim meets, and swim practices are consistently the most valued part of the experience for families
- Lastly, we exchanged emails prior to the last board meeting and there seemed to be clear animosity and strain between the HOA board and the Gator board. I have asked to speak to the HOA board about it in person many times. My last email with concerns laid out has gone unresponded to. I've attached it here. I'd like to request again that we make space to restore the relationship between the HOA and the Gators as I hope it will be a longstanding relationship and one we do not want to wither.

Park report: Dave Williams reported:

- Dan Hartman and I replaced the second of the two large Kingsgate lion shields at 124th and 141st. Next on the to-do list is repair of the masonry columns, as well as evaluating the sign lighting at all six locations.
- I have developed a short list of asphalt paving contractors that I plan to contact sooner rather than later in order to get preliminary costs for 2027 budget purposes. Areas of concern include the upper park paths where substantial root jacking has occurred (these are trip hazards), seal coating the north and east sides of the pool deck, and seal coating the upper and lower parking lots and repainting the parking stalls (pavement preservation).
- Ditto for some tree trimming at the basketball court and along the north side fence. This is not hazard work, but rather regular pruning/maintenance.

Recreation report: KaeRae Parnell reported.

- Working with Sarah on details for end of season party. It will be 9/4. Details to follow.
- Will try to solicit ideas for future events/activities.

Compliance: Shelby Dickinson reported:

- Light month. Only question was about landscaping.

Old business:

- Budget review meeting on 8/2 was cancelled. Will be rescheduled.
- Discussion about the Square account. Steve Starr says has been transferred. Ashley says she can access sometimes, but it is inconsistent. Steve says it is a billing issue. Thinks it is fixed now.
- J asked about construction on 125th Avenue. Royal says they were installing fiber-optic-cable for one of the residents. She also wondered who posted on Facebook account about Kingsgate garage sale. No one on board had done this.
- Ashley said that insurance was previously provided by the PTSA. She has reached out to our insurance, and we will need more from LWSD.
- Discussion about the HOA email list. Sarah asked about ability to modify.

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Homeowner petitions:

- none

New business:

- Luke advised we've received email from city of Kirkland. They are looking for a formal response from the board.
- HOA document storage discussion. KaeRae updated Google drive info. Wants to use Google docs. Luke has set up folders as a start, and we need to decide what we need in to folders.
- Need to put together board position descriptions in near future.

Motion made by Royal Hanson, seconded and voted to adjourn meeting.
Meeting adjourned at 7:28 pm.

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