KINGS PARK CIVIC ASSOCIATION
P.O. Box 1243, Springfield, VA 22151

Meeting Minutes Kings Park Civic Association Board Meeting and Elections
Date: May 27, 2025
Zoom (virtual)
Start: 7:30pm

Board Attendees:
- Charlotte Hannagan
- Susan Cappa
- Susan Malmberg
- Susan Metcalf
- Leeann Alberts
- Eric DeTurk (Notetaker)

Charlotte called meeting to order at 7:32pm

Charlotte announced elections were an uncontested slate. Charlotte called for any nominations. Charlotte closed nominations. Motion to accept all nominations by acclamation. Motion approved by attendees and no objections.

The following board members were elected by acclamation for the term of one year:

Charlotte Hannagan: President
Susan Malmberg Treasurer
Susan Cappa: VP, Safety
Susan Metcalf: VP, Events
Leeann Alberts: VP, Membership
Eric DeTurk: VP, Social Outreach and Secretary

Charlotte Hannagan presented motion to approve April 8, 2025 Board Meeting minutes. Susan Cappa seconded, all members voted in favor to approve minutes. The April 8, 2025 Board Meeting minutes were approved as written.

I. Membership - Leeann
    a. Membership update provided by Leeann
        i. Household membership at this time 2025: 235
            1. Household membership at this time 2024: 318
            2. Household membership at this time 2023: 303
            3. Household membership at this time 2022: 323
            4. Household membership at this time 2021: 420
        ii. Charlotte will update Facebook street membership numbers.

II. Events – Susan Metcalf
    a. Community Yard Sale Event Post Mortem (Susan Metcalf)
        i. Half as many this year as last year. Unknown why, however those that participated had positive feedback. This year it was hosted from 8am-12pm instead of 8-1pm as in previous years. Susan Metcalf mentioned considering holding at a single location such as a school or pool, but can get complicated with people leaving stuff. Also, the past two years this event competes with Buy Nothing's Junk in the Trunk event. Susan Metcalf will speak to Buy Nothing administrators to see if we can deconflict future event dates.
    b. 4th of July Parade (Susan Metcalf)
        i. Start at Kings Park Elementary School flag pole at 10am
        ii. Susan Metcalf will contact boy and girl scouts to march in parade
        iii. Kings Park Band has been contacted and will participate. Look to have band sit on basketball courts
        iv. Board approved free Sno-cones to be served after the parade
        v. Medals have been ordered
        vi. Will advertise in next gazette issue and on the entrance signs; Facebook and Nextdoor starting in June
        vii. Susan Metcalf will reach out and invite Supervisor Walkinshaw
        viii. Jim Sobecke will help coordinate CERT volunteers
    c. National Night Out (NNO) (8/5/2025) (Eric)
        i. Event has been registered with the National Night Out website.
        ii. Reached out to local, state, federal agencies and received several confirmations
        iii. AT&T as National NNO sponsor will be present. Nintendo has responded and will attend as manpower allows. Awaiting response from ADT and Dollar Tree
        iv. Eric submitted request for food support from Giant and gift cards. Awaiting response. However, food options is the only outstanding item the board will need to decide.
    d. Eric suggested the possibility of having a fall event for members only to help boost membership.
III. Budget - Susan Malmberg
    a. Budget update
        i. YTD Income-$11,521 Expenses-$9,266
        ii. Change since last meeting -
            1. Income – Total: $ 909 - $ 744 (Membership); $165 (Donations)
            2. Expenses – Total: $565 - $ 565 (lawn care); $106 (Santa Suit); $25 (NNO Park Permit)
    b. Outstanding expenses/incomes
        i. Nothing significant to report
    c. Upcoming expenses
        i. BlueHost (website host) will be renewed for $371.
    d. Other

i. Renewal of Certificate of Deposit Account for 13 month term at 3.93%. Original $27,000 invested has earned $677 in interest.

V. Community Safety / Beautification Items - Susan Cappa
   a. Safety
      i. Fairfax Families for Safe Streets was an in person social type meeting on May 12th was not attended.
      ii. Rachel is still working on the survey and Charlotte will reach out on status.
   b. Landscaper/beautification updates
      1. Susan Cappa called VDOT to get them to mow rolling road median.
      ii. Landscaper updates
         1. Traffic circles and nubs
            a. Susan Malmberg and Susan Cappa conducted survey of nubs and circles and provided report to board.
            b. Susan Cappa email to VDOT/Walkinshaw's office about how to improve hardscaping
            c. Board needs to determine what we want to spend and what to do with the nubs. Susan Cappa will ask the landscaper to provide a quote for three of the worst-off nubs and possibly one not so bad to get an idea of costs.
      iii. Kings Park Garden Club update
         1. Nothing significant to report
      iv. Kings Park Entrance Sign Updates
         1. Marissa Tonelero has been provided verbiage for new updates to the signs.
      v. Adopt-a-Highway (Eric/Susan Cappa)
         1. Still awaiting VDOT to install sign on Burke Lake Rd section.
         2. Eric sent follow up email to VDOT about Kings Park Drive adoption. Possibly ask VDOT/WMATA about trash cans at bus stop on Braddock and KP Drive due to trash collecting there.
   c. Kings Park Park – Park Volunteer Team (Eric)
      i. April 13th clean up was well attended and reported to FCPA for pick up.

VI. Gazette – Charlotte
   a. June 1st articles due to Charlotte

VII. KPCA Website/Google Drive
   a. Website (Charlotte)
      i. Nothing significant to report
   b. Records Management (Eric)
      i. Nothing significant to report

VIII. Welcome Committee
   a. Visited two rentals and provided two membership forms and cookies.

IX. Outstanding Items from last month:
    a. Recognize current “Royal Resident” (Jen and Ed Argenta) and next “Royal Resident” nomination. Charlotte will reach out to Nancy Warfolk to be the next “Royal Resident”
    b. Custom holiday ornament for Kings Park – Design Contest
        i. Charlotte to write something for the gazette to get design submission and if no submissions, company can design something
    c. Santa Suit
        i. Purchased by Eric. Eric need to try on and ensure its all good for next holiday party.
    d. Guest speaker for neighborhood/Braddock Road history
        i. No update
    e. Next Braddock District Council meeting June 18, 2025.
        i. Full slate of candidates for the board election; annual legislation review event and give updates on what’s going on in Richmond.
    f. Supervisor Walkinshaw attend KPCA meeting to speak schedule for July 8th meeting.

X. Open/Closed community inquiries since last meeting
    a. Compost Container (Karen Vahouny)
        i. FCPA said no to putting one in park and pool said no. Karen is looking for other possible options.
    b. Fairfax Invasive Removal Alliance (FIRA) (Robert Nellis)
        i. Charlotte talked to Robert Nellis. Suggested we have a presentation about FIRA at one of the KPCA meetings..
    c. Gazette Advertising (Timothy Hill)
        i. Advertise in the Gazette; follow up with Timothy to see if he is a resident and if he wants to still advertise.
    d. Cars parked on grass (Roland Thiele)
        i. Eric responded back to Roland with Fairfax County ordinances regrading cars park on grass and how to submit complaints to the county.
    e. Charlotte received email from resident in Red Fox community across Braddock road with concerns about updated WMATA bus routes and wants to come and discuss the changes with the board. Charlotte will respond back.

**Meeting Adjourned:** 8:56pm

**Next Meeting:** Next Board Meeting and Elections, Tuesday, June 10 2025 at 7:30pm via Zoom.