



**Foxhall Community Association**  
**Budget Ratification Meeting**  
**August 30, 2022**  
**6:00 p.m. at Foxhall Park**

**Board Members Present:**

John McKinnon, Secretary  
Greg Darnell, Treasurer  
Karen Dillon, At-large/Facilities  
Katie Bundtrock, Vice President  
Andrew Kolibas, President

**Board Members Absent:**

**Foxhall Members in Attendance:**

20 properties represented in person  
1 property represented by proxy

**Membership Sign in**

**Call to Order (Andrew)**

Andrew called the meeting to order at 6:11 p.m.

**April 29, 2022 Minutes (John)**

John read the draft minutes.

*Motion: Approve minutes of FCA Board Meeting dated April 29, 2022, as revised. Moved to approve by Cindy. Seconded by Paul. Discussion: None. Result: motion approved unanimously*

**Budget Process and Adopted Budget (Greg)** See adopted budget below.

Greg referred to the minutes of April 29th, just read, as an accurate summary of the budget process. Copies of the adopted budget were available and Greg invited comments or questions.

**Voting Instructions (John) and Vote Collection**

There was some discussion of conducting a hand or voice vote for ratification. In the end, the vote was carried out with paper ballots.

**Old Business**

**Picnic Shelter Update**

Alan Vaughn explained that the framework was underway and would be assembled at the park this fall.

The roof would be constructed by spring. Another fundraising effort will be coming.

**Facilities (Karen)**

The retention pond passed its annual inspection. It was noted that moles were in evidence and needed to be eliminated. Also, we are hoping to get permission to increase the size of the opening on the outlet pipe. Last year's flooding of nearby roads and ditches was attributed to an undersized outlet.

New dead end signs will be purchased and installed.

The board is working with a neighboring property to ensure their fence does not encroach on Foxhall property along Blackberry Trail.

Thank you to Rob Armstrong for refinishing the picnic tables at Park 1.

### **Member Comments**

#### **Picnic Shelter Funding**

There was discussion of the need for information regarding all spending on the picnic shelter.

*Motion: The Foxhall Board of Directors is directed to account for what has been spent on the picnic shelter, when it was spent, and where the funds came from. Moved by Donna Bosshard, seconded by Theresa Lowe. Discussion: members of the board assert that such information has been provided by the Picnic Shelter Committee, budget documents and meeting minutes as work has progressed. A show of hands results in 4 votes in favor of the motion and 11 votes opposed. The motion fails.*

#### **Security Alert**

One member shared that there was a possible scam happening involving someone coming to the door and seeking entry to a home on the pretext of selling or checking on the home's security service.

### **Results of Ratification Vote (John)**

There were 19 valid in-person votes and 1 valid proxy vote. There was one invalid in-person vote. 20 votes accepted the adopted budget and zero valid votes rejected the budget. The budget was ratified.

### **Upcoming Meetings and Events**

- Board of Directors Meeting September 29
- Board of Directors Meeting November TBD

### **Adjournment**

*It was moved and seconded to adjourn. Discussion: none. Motion passed unanimously.*

Meeting adjourned at 7:01 p.m.

Minutes Approved April 5, 2023

Foxhall Community Association  
Fiscal Year 2022-2023 Adopted Budget

BUDGET CATEGORIES	FY 2021-2022			FY 2022-2023
	Adopted	Actuals	Full Year	Adopted
	8/5/2021	6/24/2022	Estimate	8/2/2022
<b>ADMINISTRATIVE AND OPERATING EXPENSES</b>				
County & Federal taxes	800	754	754	800
State Licenses and Fees	30	18	25	30
Miscellaneous (ballots, bank charge, etc)	100	69	100	100
Postal Mailing Box rent	220	198	220	220
Treasurer Expenses & Software	500	246	500	500
Admin. Supplies	150	0	150	150
Mailings	800	0	800	800
Web Site & Zoom	507	131	500	500
Picnic	350	0	400	400
Insurance - General Liability	1,500	1,545	1,545	1,650
Insurance - Directors & Officers	1,700	8,653	5,477	2,200
Insurance - D&O lawsuit contingency	0	0	0	0
Insurance - Umbrella Policy	1,300	1,465	1,465	1,550
<b>&lt;Insurance Sum/Subtotals&gt;</b>	<b>4,500</b>	<b>11,663</b>	<b>8,487</b>	<b>5,400</b>
Legal and Professional Fees	2,500	462	2,500	2,500
<b>&lt;&lt;Subtotal, Operating Expenses&gt;&gt;</b>	<b>10,457</b>	<b>13,541</b>	<b>14,436</b>	<b>11,400</b>
<b>REPAIRS &amp; MAINTENANCE OF COMMON AREAS</b>				
Park 1 Mowing & Maintenance	5,100	1,444	6,364	7,500
Park 2 Mowing & Maintenance	1,300	243	1,350	1,500
Retention pond Mowing & Maintenance	2,600	414	2,592	2,700
Trail Mowing	2,600	1,318	2,689	2,800
Trail Safety & Maintenance	2,500	721	2,500	3,400
Main Entrance Water & Maintenance	1,000	215	1,000	1,000
Contingency	0	0	0	0
Winter Snow Plow Roads	750	0	0	100
<b>&lt;&lt;Subtotal, Repairs/Maintenance&gt;&gt;</b>	<b>15,850</b>	<b>4,355</b>	<b>16,495</b>	<b>19,000</b>
<b>IMPROVEMENT PROJECTS</b>				
Picnic Shelter	3,000	361	3,000	3,000
Road Signs, Trash Gates, Park 1 reseed & aerate	0	0	0	1,510
<b>&lt;&lt;Subtotal, Improvements&gt;&gt;</b>	<b>3,000</b>	<b>361</b>	<b>3,000</b>	<b>4,510</b>
<b>RESERVE FUND</b>				
Replenishment of Reserve Fund	7,500	7,500	7,500	7,214
<b>TOTAL EXPENSES</b>	<b>\$36,807</b>	<b>\$25,757</b>	<b>\$41,431</b>	<b>\$42,124</b>

Foxhall Community Association  
Fiscal Year 2022-2023 Adopted Budget

Dues: The annual dues amount of \$330 per year represents an increase of \$30 per lot for a total of \$330 per year.

The total adopted budget for next year is \$42,124. This represents roughly \$345 per lot. The board opted to utilize \$1800 from the 2020-2021 fiscal year surplus to reduce the 2022-2023 dues to \$330.

RCW 64.90.525 mandates that dues and assessments are now part of the budget approval process. The dues amount specified in the bylaws is now superseded by the dues incorporated in the budget process (RCW 64.90.080(2)).

<u>Reserve Fund Disclosure</u>	
FCA does have a current reserve study that complies with RCW 64.90.550.	
Annual Contributions to the Reserve Fund	
The current (2021-2022) regular reserve assessments budgeted for annual contribution to the reserve account.	\$7,500
The Recommended annual contribution to reserves for the fiscal year ending in 2021. The Reserve Study consultant recommends this level of contribution as part of a plan to achieve full funding within ten years.	\$7,689
The Proposed annual contribution to reserves for the fiscal year ending in 2022, as identified in the adopted budget. The adopted budget does not meet the reserve study recommendation.	\$7,214
The difference between the Proposed and Recommended annual contributions to reserves.	(\$475)
Current Deficiency in Reserve Funds Compared to a Fully Funded Balance	
(The fully funded balance - FFB - represents the value of the "life used up," or depreciation, of components that Foxhall will need to replace in the next 30 years. For example, the play structure component at park 1 has used up 17 of its 25 years of life, so \$10,200 of its \$15,000 replacement cost is figured into the FFB.)	
The projected fiscal year end 2022 reserve balance, per the budget.	\$27,745
The projected fiscal year end 2022 fully funded balance per the reserve study.	\$69,428
The total deficiency in reserves compared to the fully funded balance.	(\$41,683)
The deficiency in reserves per lot/unit.	\$342
At this time the FCA's reserve fund is 40% of the fully funded balance.	