

8/12/2024

To Foxhall Association Members,

**Attention Please – Official Notice:**

**The final step in ratifying the Foxhall budget will take place during a Budget Meeting at 6:00 p.m. on August 29th, 2024 at park 1.** The purpose of this meeting is to give Foxhall Association Members the opportunity to accept or reject the adopted budget. The budget for the fiscal year 2024-25 was adopted by the Board on August 8th. A draft of the minutes from that meeting as well as a copy of the draft budget feedback submitted by members is available on the News page of our website. The adopted budget is included with this letter. To vote on this budget, you must attend the August 29th meeting or arrange for another voting member to deliver your proxy at that meeting. A proxy form for this vote is included in this mailing or available on the website. [www.foxhall98516.org/news](http://www.foxhall98516.org/news)

According to state law, the adopted budget will be ratified unless it is rejected by a majority of the membership. A quorum is not required for ratification. Given that the total membership consists of a total of 122 votes, 62 or more votes represents a majority.

The agenda for the meeting will include review and adoption of the meeting minutes from April 11th, a review of the adopted budget, and the vote to ratify the budget.

**Foxhall Community Association Annual Budget**

The Foxhall Board of Directors has adopted a budget for 2025 (Oct. 1, 2024 to September 30, 2025). The budget comprises the expenditures and the dues assessments and account transfers that balance the budget. These figures are based upon June, 2024 account information and estimates of the remaining expenses for the current budget year.

Invoices for the \$285/lot assessment will go out in September and are due by the end of October, 2024.

2025 budget notes:

Expenses

- An inflation factor of 3% has been added to the current budget expenditure levels;
- A new item for the contracting of brush clearing has been added due to decreased volunteer availability for this type of trail maintenance;
- \$2,500 has been allocated for consultation on financial and accounting practices;
- \$3,000 has been added for a road sign improvement project – replacing wooden posts and upgrading signage to meet Thurston County standards, plus adding dead end signs at the four Foxhall roads;
- \$8,616 will be added to the Reserve Account, following the Board’s chosen contribution plan.

Revenues

- A dues reduction to \$285 for the 2025 budget year;
- Revenues from dues will be supplemented by \$1,830 held in savings from the 2023 budget year surplus and an additional \$8,492 of available savings;

Accounts

- An additional portion of available savings will be transferred to the Reserve Account following completion of the 2024 budget close-out report.

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)).

## Foxhall Community Association Adopted Fiscal Year (FY) 2025 Budget

EXPENSE DETAILS			
	FY 2024	FY 2024	FY 2025
BUDGET CATEGORIES	Adopted	Estimates*	Adopted Budget
	8/3/2023	Proj. to 9/30	8/8/2024
<b>ADMIN. AND OPERATING EXPENSES</b>			
County & Federal taxes	800	739	761
State Licenses and Fees	65	29	30
Misc.(ballots, bank charge, etc.)	100	50	51
Postal Mailing Box rent	220	216	222
Treasurer Software & Expenses	500	400	412
Admin. Supplies	150	150	155
Mailings	800	700	721
Web Site & Zoom	500	250	258
Picnic	400	400	412
Insurance - General Liability (BLS)	1,800	1,699	1,750
Insurance - Directors & Officers	2,600	2,189	2,255
Insurance – Picnic Shelter	0	350	361
Insurance - Umbrella Policy (ESO)	1,600	1,465	1,509
<b>&lt;Subtotal: Insurance&gt;</b>	6,000	5,703	5,875
Financial/Accounting Consultation			2,500
Renew 3 year Reserve Study Contract			2,500
<b>&lt;&lt;Subtotal: Operating Expenses&gt;&gt;</b>	<b>\$9,535</b>	<b>\$8,637</b>	<b>\$13,897</b>
<b>REPAIRS &amp; MAINT. OF COMMON AREAS</b>			
Park 1 Mowing & Maintenance	3,650	3,650	3,760
Park 2 Mowing & Maintenance	2,850	2,850	2,936
Retention pond Mowing & Maint.	2,500	2,500	2,575
Trail Mowing	2,200	2,200	2,266
Trail Brush Clearing			2,400
Trail Safety & Maintenance	4,000	4,000	4,120
Main Entrance Water & Maintenance	750	750	773
<b>&lt;&lt;Subtotal, Repairs/Maintenance&gt;&gt;</b>	<b>\$15,950</b>	<b>\$15,950</b>	<b>\$18,830</b>
<b>IMPROVEMENT PROJECTS</b>			
Picnic Shelter (FY24)	1,000	1,000	0
Road Sign Improvements			3,000
<b>&lt;&lt;Subtotal: Improvements&gt;&gt;</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$3,000</b>
<b>&lt;&lt;Total: Admin./Repairs/Improvements&gt;&gt;</b>	<b>\$24,485</b>	<b>\$25,587</b>	<b>\$35,727</b>
<b>RESERVE FUND</b>			
Scheduled Reserve Fund contribution	7,783	7,783	8,616
<b>&lt;&lt;Total, Reserve Fund&gt;&gt;</b>	<b>\$7,783</b>	<b>\$7,783</b>	<b>\$8,616</b>
<b>TOTAL EXPENSES</b>	<b>\$34,268</b>	<b>\$33,370</b>	<b>\$44,343</b>

**Note:** Highlighted amounts are paid in full for FY24 as of 6/2024.

<b>ASSESSMENT AND REVENUE DETAILS</b>			
	FY 2024	FY 2024	FY 2025
	Adopted	Estimates	Adopted Budget
	8/3/23	Proj. to 9/30	8/8/24
Dues/lot	330	330	285
Dues Revenue	\$40,260	*\$39,966	\$34,770
2023 Surplus (held in savings)			\$1,830
Additional Savings contribution			\$8,492
<b>TOTAL REVENUES AND TRANSFERS</b>	<b>\$40,260</b>	<b>\$39,966</b>	<b>\$45,092</b>
<b>TOTAL EXPENSES</b>	<b>\$34,268</b>	<b>**\$33,370</b>	<b>\$44,343</b>
<b>BUDGET SURPLUS</b>	<b>\$5,992</b>	<b>**\$6,596</b>	<b>\$749</b>

\*One property unpaid

\*\*Estimates as of 6/30/24

<b>FCA ACCOUNT BALANCES</b>				
<b>Accounts</b>	Balances as of 6/30/24	Projected Balances 9/30/24	Projected Balances 9/30/25	Notes
<b>Total Checking and Savings Accounts</b>	<b>\$42,988</b>	<b>*\$37,988</b>	<b>*\$28,415</b>	A portion of available savings will be used to pay expenses from the 2025 budget
<b>Reserve Fund Account</b>	<b>\$44,314</b>	<b>\$44,314</b>	<b>\$52,930</b>	\$8,616 contribution from 2025 budget
<b>Total of all accounts</b>	<b>\$87,302</b>	<b>*\$82,302</b>	<b>*\$81,345</b>	

\* Projections are based on the assumption that \$5,000 in 2024 expenses are yet to be paid.

### Reserve Fund Disclosures:

- The Level 3 reserve study dated August 13, 2023, from which this data was extracted, meets the requirements of WA State RCW 64.09.550. An update of this reserve study is expected this fall and funded by this budget.

The total property contribution in this budget meets that prescribed by the Full Funding in Ten Years plan chosen by the FCA Board of Directors. However, our total contributions of \$52,930 projected for the end of 2024 is less than the \$55,625 recommended by the Reserve Study author.

Reserve fund account balance as of 6/30/24 is: \$44,314. Compared to the target for the end of calendar year 2023, the Foxhall Community Association is at 52% of full funding. The budgeted contribution of \$8,616, if made by the end of 2024, would bring the fund balance to \$52,930, 56% of full funding. This represents a deficit of \$336 per lot.