



Foxhall Homeowners Association Board of Directors Meeting

January 17, 2019 7:00pm
South Bay Fire Department

MEETING MINUTES

Members:

Robert Jackson,
Bert Lewis,
Don Noyes,
Chea Miller,

Absent: Keith Long

Guests Present:

Denise Solveson
Theresa Lowe
Lynn Lewis
Donna Bosshard
Deanna Jackson
Gary Johnson
Debra Dyjak
Lisa Vanderpool
Rose Eilts
Kit Metlen
Greg Darnell

Called to Order at 7:00

Review of previous minutes: December 12, 2019 minutes approved unanimously with one amendment regarding trail name signs: The existing statement "...Pauls Trail was changed to Deerfield Trail", was amended to state "... Pauls Trail was changed to Deerfield Trail, the traditional name."

Treasurers Report: Don presented a report showing a checking account of \$25,966.48 and a reserves/Savings Account of \$40,711.32. as 1/15/19. 13 members have not yet paid their FY2018-19 Association dues.

Budget Report: Don presented a budget report, i.e., the previously approved budget dollar amounts by category with one additional sentence to meet the requirements of RCW 64.90.545 (2). There was no discussion at this time though much later in the meeting (below)

Don then presented his plan to assess lot owners for the 42nd Ct road repair, saying only the 21 lots that front on the private roads will be assessed for the repairs. Bert moved that the Association should also be assessed for the frontage at Park One. MSP so the repair cost will be levied against 22 lot owners at approximately \$75.00 each.

Don further reported that his financial audit showed that all is well with our financial system; he praised and thanked Carolyn Pendle for her excellent work but added that he believes all financial transactions should go to the Treasurer for approval prior to going to Carolyn Pendle for payment, and that we should have two signatures on all checks. There was no action on these comments, but Don said he would prepare a motion regarding this for the next board meeting.

Chea then moved that we open the budget discussion to those in the audience. Don seconded the motion and the resulting vote was tied, two to two. The tie was resolved by a coin toss and the audience was brought into the discussion. At that point the budget was addressed line by line; the following are the main points, each of which Don will investigate and later report to the board:

State licenses and fees — last year \$45, now budgeted at \$30 00 so what changed?
Mailings Chea feels the \$500 is too low
Mowing at \$6,000 — too high and what was the \$728.03 for?
Front Entrance maintenance plus planting at \$1556 — too high
Contingency — too low

Note: while going through Maintenance of Common Areas section, we got off subject a bit and discussed mowing bids. One strange suggestion was that we leave this section blank until we have signed contracts. Chea made a motion to set the mowing estimate at \$4500 but in the confusion it was not vote on. Chea started a discussion that we have at least 3 bids from licensed and bonded contractors but did not make a motion to that effect, saying that we had do so in the past.

At this point, the conversation shifted from the budget per se to how donations of any type (dollars, time, equipment, etc.) should be handled in our financial records. Much discussion, no resolution. Rose did point out that donations must be reported as Association income on our corporate tax forms. This morphed into Don's request for changes in check writing procedures, trail committee records of materials, machinery hours donated, easements etc.

Eventually, the discussion was brought back to the budget. It was agreed that the following six steps will be enacted:

1. Don will followup on and report on the points above;
2. Don's findings will be discussed at a Board meeting and budget revised as needed;
(Feb 7th board meeting)
3. Revised budget mailed to membership soliciting comments
4. At following board meeting, comments reviewed and budget revised as needed
(March 7th board meeting)
5. Final budget mailed to membership with Association meeting announcement
(meeting date and location TBD— Note that the election in April is also TBD)
6. Association Budget meeting

Facilities Report: Bert presented 4 items:

Retention Pond Maintenance (see attached report). Chea moves that we get cost estimates on the work involved — MSP. Item 11 on the report concerns encroachment on the retention pond (track A) and Bert Lewis was assigned to contact the lot owners and discuss the issue. Later, Greg Darnell was able to provide an estimate of \$650 for the drainage pond work, and Chea moved to up that to \$700 ,to accept Maintenance Report, and go forward with the work. Thus it was MSP.

Water Bill Status — no report other than it is confirmed we have the right contract, an irrigation contract, with the water company. Chea did recommend we put a padlock on the system's wood box cover.

Mowing Contracts — no responses yet

Park 1 swing repair. Don is under the impression the repair is cosmetic, not structural, and caused by weed wacking; Bert will investigate. In any case, the Board accepts the offer by the trails committee to do the work and armor the base against such damage.

Johnson Insurance update: Much discussion of both the Johnson and Association liability insurance with audience involvement but no action taken. Waivers of liability were briefly discussed. Chea did move to bar all boarded horses from the trails pending insurance clarification and again a two to two tie. Again a coin flip was suggested but Bob and Bert countered this issue was too important to leave to coin flip. Chea did withdraw his motion and volunteered to try to get better information regarding the insurance.

It was moved, seconded, and passed unanimously that the meeting be adjourned at 9.12PM

Presented by Bert Lewis in the absence of the Secretary Kieth Long

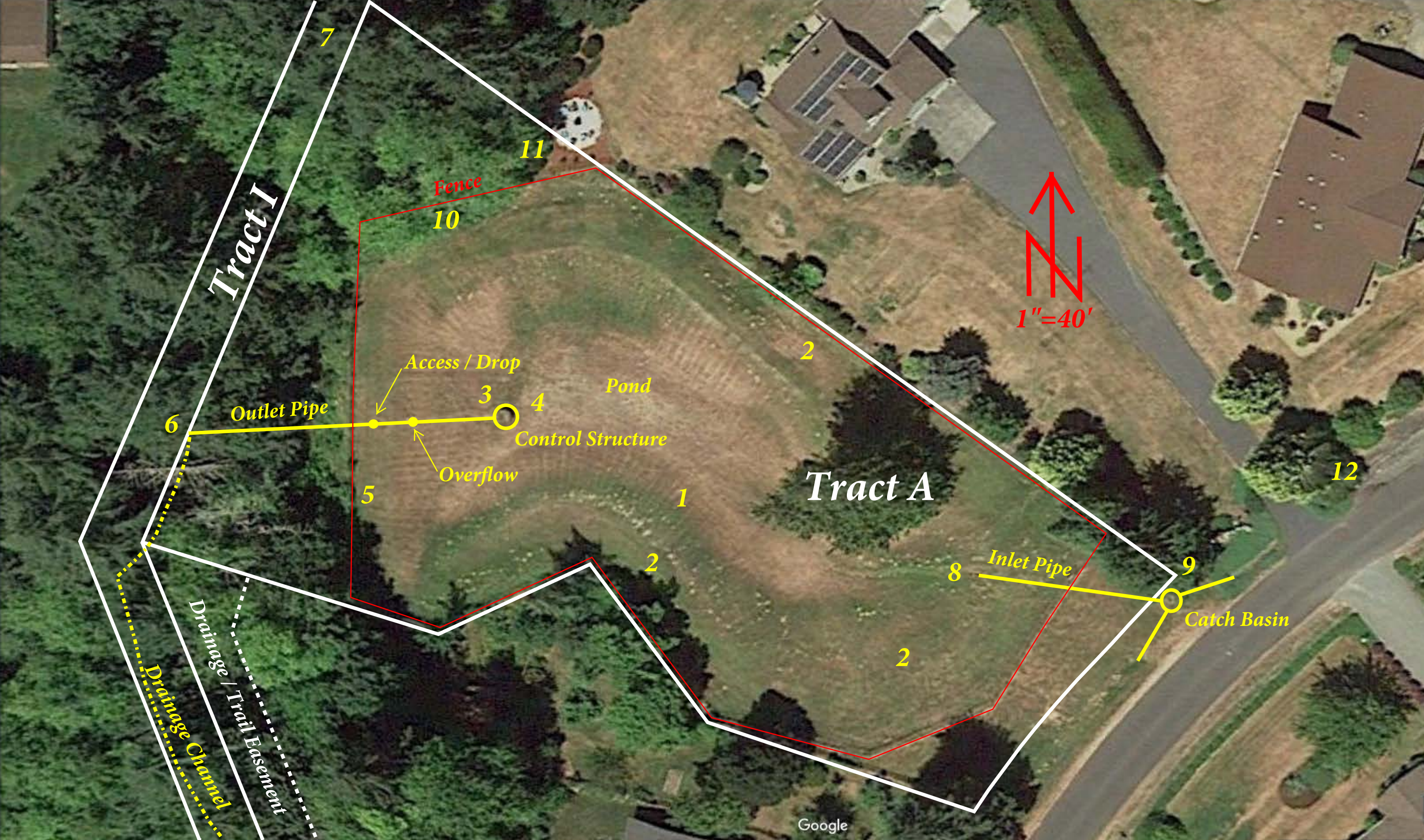
Foxhall Tract A Drainage Pond maintenance needs

January 12, 2019

Tract A is a private drainage pond owned by Foxhall Community Association. Our protective covenants require Foxhall Community Association to maintain the private pond.

Your Trails Committee recently inspected the Tract A drainage pond after the recent windstorm and identified several maintenance items that need to be addressed (see numbered map attached):

1. Remove fallen branches from within the fenced pond area. These apparently came from the recent windstorms. Your Trails Committee volunteers can organize a small work party to pick up branches and haul away. This is important to do immediately because the branches are floatables that can plug the outlet control structure orifice.
2. Remove moles from within the pond area to protect the western pond slope from compromise. Moles are digging in the eastern half of the pond area, apparently moving west. Your Trails Committee volunteers can set mole traps.
3. Repair and plug a compromised area beside the pond outlet control structure. A small channel has eroded beside the control structure where water is apparently flowing underground along the pipe bedding. Your Trails Committee volunteers can place some bentonite and crushed rock to help block the seepage.
4. Clean out the sump inside the pond outlet control structure. Your Trails Committee volunteers can use our generator and sump pump to drain the water within the control structure sump, then remove the debris.
5. Remove a dead tree that has fallen over the western chain link fence, and repair the fence. Your Trails Committee volunteers can cut the tree with a chainsaw and remove the wood and repair the fence.
6. Place quarry rock armor at the pond outlet discharge point for energy dissipation and erosion protection. This is located outside the pond at the far western edge of Tract A, where the outlet pipe from the pond discharges to the open channel and makes a sharp 90-degree turn. Your Trails Committee volunteers can haul the quarry spalls in with our 4-wheel-drive RTV.
7. Brush the Tract I trail and remove tree blockage from 42nd Court NE to pond outlet discharge point for maintenance access re-establishment. Your Trails Committee volunteers can do this with a green work party.
8. Place quarry rock armor at the pond inlet discharge point for energy dissipation and erosion protection, and cut away the damaged part of that metal pipe. This is where the inlet pipe from Foxhall Drive daylight inside the east end of the pond. Your Trails Committee volunteers can use our cutting torch to remove the damaged pipe end, and our excavator and truck to place the quarry rock. That area is soft now and this work should wait for summer.
9. Clean out the sump of the large catch basin at the east end of the pond inlet pipe. This is located where two road culverts connect to the pond inlet along the edge of Foxhall Drive right of way. This sump is about 5 feet diameter and should be 2 feet deep and currently filled with sediment. Ask Thurston County maintenance crew to clean it out with their vacor truck. If they refuse then your Trails Committee can do it manually.
10. Remove blackberries within the fenced pond area. Your Trails Committee can cut and remove the blackberries.
11. Notify the new Lot 9 resident they are apparently encroaching into Tract A with a recent yard improvement. This is an apparent misunderstanding where the pond fence turns but the property line continues straight. The notification is a board responsibility.
12. Clean out several sections of roadside ditch and culverts along Foxhall Drive and Foxhall Court, upstream of the Tract A pond, where the culverts are half silted up. This is a summer maintenance task. Ask Thurston County maintenance crew to clean it out. If they refuse then your Trails Committee can do it with our excavator with cleanout bucket.



Tract I

Tract A

↑
N
1" = 40'

Drainage Channel

Drainage / Trail Easement

Outlet Pipe

Inlet Pipe

Catch Basin

Control Structure

Pond

Access / Drop

Overflow

Fence

7

11

10

2

3

4

6

5

1

2

8

9

12

2