



**Foxhall Community Association**  
**Board Meeting**  
**June 11, 2020**  
**ZOOM Meeting**

**Board Members Present:**

Robert Jackson, President  
Andrew Kolibas, Vice President/Treasurer  
Judith M. Anderson, Secretary  
Greg Darnell, Facilities

**Foxhall Members in Attendance:**

Rob Armstrong  
Loren and Donna Bosshard  
Jessica Bradly  
Paul Carlson  
Joan Darnell  
Deanna Jackson  
Kyrsten Sherwood

**Call to Order**

Robert called the meeting to order at 7:10 p.m.

**March 5, 2020 Minutes**

**DECISION:** Moved to approve March 5, 2020 minutes with minor administrative changes. Seconded. Approved unanimously.

**Budget Report**

Andrew provided a quick update on the budget. We currently have \$12,460.23 in checking and \$36,906.09 in savings = \$49,366.32. Andrew reviewed all the recent expenditures as of 6/11 and all were within budget. Andrews stated unencumbered funds not be expended this year will be factored into next year's budget process or reserved for emerging projects this year.

Greg and others have noticed that Park #1 is looking really good and is mowed more often. He will track to make sure the mowing budget does not go over.

Andrew suggested the Board needs to start planning for next year's budget. We need to solicit input from membership, and review last year's input. Greg also noted there will be helpful information in the survey that was just recently conducted. By August we need to have a draft which can be disseminated to membership in September and schedule meetings in October to build the budget (providing an additional time for membership to provide comments) and schedule the final October Budget and Membership meeting to vote on the proposed budget for 2020-2021.

**Trails Committee Report**

Ms. Jessica Bradley provided a report on the Trails Committee Project List –They have completed eleven projects from clearing brush/scotch broom, removing hazardous trees, spreading trail rocks to finishing up the trail signs. They have spent \$822.12 of their \$3,640 budget and provided a detailed list of those expenditures.

Jessica mentioned the Trails Committee sent out a notice on the Foxhall Facebook page for members to adopt a trail and was pleased at the number of volunteers that came forward. Six different households participated.

The Trails Committee also worked with a homeowner to remove some trees overhanging the trail that were hazardous. Greg worked with Pleasant Forest and received permission to remove blackberries that were encroaching onto Foxhall trails. Andrew wants to remind members that it is their responsibility to take care of the trails that surround their lots, not the Trails Committee responsibility. A reminder may need to go out. Bob stated that it was his property with the hazardous trees that the trails committee helped take down. Their assistance was greatly appreciated and thanked the Trails Committee for their help.

There are still about 13 projects to start or complete. Jessica requested that the Board consider a reallocation of the Trails Committee's current funding. In the 2020 projects, funding was allocated to build a bridge in Canyon Trail. With the pandemic and the six-feet apart protocol, this will be impossible. She would like to reallocate \$1,000 from project #3 to purchase rock for projects 28 &31 (Happy Trail and 4 Corner Trail) There has been some flooding in both those areas.

**DECISION:** Moved to approve the reallocation of \$1,000 from project #3 to Projects 28 & 31. Andrew seconded. Unanimously approved.

### Insurance

Greg reported numerous attempts to connect with our Insurance Company. Everything is done online and takes more time than a telephone conversation. Greg would like to reach out to our previous insurance company to see if they might be interested or at least look at other insurance companies.

**DECISION:** Greg to research previous insurance companies and other companies as well and report back to the Board.

Greg recommends purchasing pro-rated umbrella coverage for the remaining time of our coverage. He has been conducting some research and is finding the costs are reasonable. He feels a budget of \$400 would cover the additional coverage.

**DECISION:** Moved to approve \$400 for a one-million umbrella coverage. Greg will work with insurance company.

There has also been a question about volunteer liability. Greg provided a copy of section C.(2) of the Insurance Coverage which specifically states that volunteer workers are covered, "only while performing duties related to the conduct of your business . . ." Greg noted volunteers are not covered if they are on private or county property. Members need to understand that if a volunteer, like the Trails Committee, is on their property (cutting down trees), the property owner would be liable for any injuries occurring on their property. If the volunteer (Trails Committee) is on Foxhall property, helping the property owner, the Foxhall Insurance would cover any injuries. This is why the Board wants to approve anything on common Foxhall properties (parks, trails, etc.) and why we have volunteers sign forms.

### **Facilities Update**

Greg provided an onscreen look at the Park 1 flooding and proposed work to be done. Excess water is coming in from a drainage ditch that is overflowing and comes in by the fence eventually moving over the basketball court and then forced to move into and down the street and puddle until it can reach the drainage ditch. The culverts are almost blocked at both ends and the drainage ditch needs to be deepened near the baseball diamond. The culvert starts at the Bosshard's and goes under the existing parking lot and ends by a small stand of trees before the baseball diamond. It is our responsibility to maintain all common areas. The County and Foxhall have drainage easements to keep it functioning. Since the road and park are private the County will not get involved.

There are still some issues to work out regarding the culvert near Bosshard and clearing out the entire culvert under the parking area and needs additional research, however, the other end can be cleaned out, the drainage ditch made deeper, and the weed and growth on the road scraped away to allow the overflow to move back into the drainage ditch. Clearing out the one end (which is clogged) would hopefully help clear out the entire culvert until something more permanent can happen.

**DECISION:** Board approved the recommended work on the one culvert and road by Park #1

Greg would like to amend our mowing contracts next year. Reviewing how the trails have evolved (some being all rocks, some in the shade, some very fertile) the shredding type mowing is not needed as much. He would like to amend the proposals to having the trails mowed at the beginning of the month, via a shredder, but the remaining mowing be done via a zero-turn mower or tractor "finish mower". Keith has been testing out his zero-turn mower and Greg will talk with him to determine if it is, cost effective, faster and needs to happen in only a few areas. If cost effective, he would like to design a mowing schedule for the trails.

Greg would also like amend the retention pond contract next year. Kit Metlen weed whacked the outside of the fence but it needs to be cleared every once in a while. He would like to add it to the retention pond contract. Greg going to approach Jeff about doing it this year and creating an additional contract for this work.

Greg has been in contact with a few homeowners regarding brush and grass obscuring the view at various entrances (trails, roads). Since the brush and grass are not on common Foxhall property he asked the owner to take care of the obstructions or if not capable, Greg would set up volunteers to help.

The upper entrance bills are higher. There is a valve that is leaking. Greg will turn on the water when fixed.

Greg noted that while working on the Park #1 drainage issue he was verbally attacked by a homeowner. It isn't appropriate for any homeowner to verbally or physically attack a volunteer at any time. Bob noted that such behavior has no place in society. We can't keep someone from free speech but civility is needed at all times. Andrew noted that we don't need to shut people down but everyone needs to have basic communication skills and etiquette. Judith asked if there is a need from some Board intervention regarding Greg's incidence. None is needed but perhaps a reminder from the Board on acceptable behavior and communication skills.

Greg reported there was a complaint made to the County regarding the Canyon Trail work. Due to the COVID-19 pandemic we didn't receive the letter from the County in a timely manner. Greg responded to all the complaints. The County did come out to see what we are doing and read the complaints and agreed that they were unfounded, that we were within compliance, confirmed that it is not regarded as wetland, nor does it have a viable stream or creek and stated the online map the complainant referred to is out of date.

Greg asked the Board if we need to have the Port-a-Potties in Park #1 this year. They usually go in after school is closed for the summer.

**DECISION:** Due to the pandemic and safety protocols in place, Foxhall will not have Port-A-Potties this summers.

Shelter Project – Greg has 6-7 volunteers to help research designs and costs for the shelter. Greg would like to start meeting with the volunteers and set up a ZOOM meeting next week to start the process.

**DECISION:** Move forward with the meeting

### **July Membership Meeting**

Judith noted that the pandemic has disrupted the elections and membership meeting and things are not going to get any better in the near future. She suggests that since we are in Phase 3, to set a July membership meeting in Park #1. Members and Board would follow all safety protocols, including being six-feet away from each other.

**DECISION:** Move forward with setting a July membership and Board meeting in Park #1. Have a Plan B in case we move back to Phase 2 or the weather does not cooperate.

Judith will reach out to the nominees to determine if 1) they are still interested and 2) preferred dates. Andrew will send Judith his July schedule. Once a date is scheduled Judith will create the mailing/email information about the meeting, nominees, ballot, protocols, Plan B, etc. She will also create the proxy form which will go up on the website.

Need to schedule counters and verifiers, sign-in volunteers, parliamentarian, ballot boxes. Judith will draft the agenda for the meeting and circulate it to the Board.

Judith noted that as of last month over 50% of Foxhall members are now receiving information via email.

### **New Business**

Andrew asked about the yearly Foxhall Picnic in August. Bob would like to hold out for a month or so and make a decision later. Last year's picnic was so inclusive and positive he would hate to see it cancelled, but he wants people to be safe. Perhaps a hybrid – bring your own food, or music.

### **Other Business**

Bob reported that the Lowe/Bosshard/Cubert Lawsuit against Foxhall was submitted to the Washington State Supreme Court for review but was denied. The lawsuit is over, there are no other avenues of appeal.

The new Board will need to schedule their meetings soon. At the very least an August meeting needs to be set up to choose officers and to start on the budget. For now, the meetings will be via ZOOM until meetings in-person are safe. If deemed safe the Board will need to contact the South Bay Fire Department and South Bay Elementary to secure dates.

### **Board Schedule (TBD)**

July

August

September

Meeting adjourned at 8:46 p.m.

### **Questions from the Audience**

None.

Approved August 5, 2020