



Foxhall Community Association
Board Meeting
March 5, 2020
South Bay Fire Department

Board Members Present:

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

Foxhall Members in Attendance:

Jessica Bradley
Deanna Jackson

Call to Order

Robert called the meeting to order at 7:02 p.m.

February 13, 2020 Minutes

DECISION: Moved to approve February 13, 2020. Seconded. Approved unanimously.

Facilities Update

Greg reported that the current work in Canyon Trail is to shore up sixteen check dams. The original check dams were put in by a Boy Scout troop 20 years ago, many are damaged. They are also improving the access to the back of the trail to make it easier to bring in materials. The priority is to reinforce where the water exits the pipes at the retention pond and then continue with the repairs of the check dams. There are approximately twelve more check dams left to repair.

Greg disseminated an excel list of the mowing bids he received. His excel sheet included previous prices (2017-2019) for Park 1, Park 1 Perimeter, Front Entrance, Park 2, Trails and Retention ponds. Bidders could bid on all of the areas or just certain ones.

Bids came in from Steve Stenz, Keith Long, Jeff Buelow, PTM, and PSL. All are licensed, bonded and insured.

Steve Stenz's bid is for only the trails. Keith Long's bid is for everything, and Jeff Buelow's, PTM, PSL bid is for everything except the trails. Greg secured references on Jeff Buelow, DPA Adiemax Landscape. Prices reflect per mow.

It is definitely too early for mowing of the trails and not much has been growing. The Board decided not to award the trail mowing contract at this time. Greg says he is waiting for another bid on the trails.

DECISION: Moved to award the mowing contract for Park 1, Park 1 perimeter, front entrance, Park 2 and Retention Pond to Jeff Buelow, DBA Adiemax Landscape. Seconded. Unanimously approved.

Greg will create the contract and have Robert sign it.

Greg noted there have been complaints about animals, though on their owner's property, running up to their fences and scaring horse riders and walkers. Greg suggested developing a signage system that would allow owners to place warning signs on their property to alert walkers, and riders of their animals. This doesn't just pertain to dogs, there are horses that have run up to fences and startled individuals on the trail and other farm animals. Greg noted that owners would not be mandated to place the signs on their property, it would be completely optional. The signs can be made by the trails committee members for any animal that approaches a fence. There may be a slight cost.

Greg reported that the dog poop bag holder at Park 1 is empty. He would like to request permission to order a new supply of bags. He anticipates the cost will be approximately \$44 dollars for 1,000 EZ Tie Handle Bags. Bob Jackson has donated a lock and key for the box.

DECISION: Greg given permission to order a supply of dog bags for Park 1. No vote needed.

Election Mailing/Email

Judith reported that she periodically updates the address list via Carolyn Pendle. Carolyn receives notice of any impending sales within Foxhall.

Since the first mailing, Judith has not gone to the PO Box for additional nominations or opt-in forms. Individuals have until March 13, 2020 to send in nominations. Judith will go to the PO Box few days after the 13th to make sure all mailings, postmarked March 13, arrive to the PO Box in time.

The second mailing will include the agenda, profiles of each nominee, and survey. Proxy forms will only be available online or by contacting Judith. Need to remind members about the limitations on how many proxy votes can be brought by a member.

Agenda items: Review of April 2019 membership minutes, March 5, 2020 Board minutes, Elections, Trail Committee Report, Facilities Report, Treasurer's Report. If the school closes due to COVID-19, the meeting can move to Andrew's barn.

We will make sure to state that the Board will take precautions to make the meeting site safe, but if you are sick, stay home and bring your own wipes.

PSE/Potlco Letter

Andrew has sent his pictures to PSE and Greg has videotaped the work. However more pictures would be valuable to have, especially of the private roads. There are running cracks that go the entire length of the street.

April Board Meeting Details/Needs

Board members can begin pulling together all the details for the meeting.

ACTION ITEMS: Don Noyes will line-up counters and verifiers – (4 people). Judith will line up individuals to take signatures at the door (2 people) and draft the proxy form. Once nominations are all in, she will let nominees know they will have a few minutes to say hello. Andrew will supply the ballot and proxy boxes. Need to set up a parliamentarian. There will be no nominations from the floor.

New Business

The Board discussed transitioning and orienting the new Board. Greg and Andrew still have a year left on their terms. Robert's, Don's and Judith's terms are up. Robert has been nominated to run again, but Don and Judith will be stepping down.

ACTION ITEMS: Judith to clean up Foxhall Files (old and new) and download to a USB which will be given to the new Secretary. After the elections Judith will reach out to the new Secretary, supply them with the USB and offer assistance until they become familiar with the role and responsibilities. Need to make sure that all contracts (Insurance, Mowing, etc.) are in the file. Don stated that Carolyn Pendle has all the information on how to run the budget and the budget process.

Other Business

Judith suggested that the Board might want to consider developing a renter's guide to Foxhall. As more and more renters come into Foxhall they need to know, at the very least, the trail guidelines.

Judith suggested developing or updating a new homeowner's guide/packet or brochure, and also volunteered to help the new board review and publish the Board Policy and Guideline document if the new Board would like to pursue it.

The thought is to create two guides (renter, homeowner) that provides information on the website, Facebook page, trail guide and a section of FAQ. Greg suggested this might be a good project for the Social Committee to take on and disseminate. He can ask them via their Facebook group. Greg has already talked to the new renters across from Don and provided them a copy of the trail guide. They were grateful for the information.

Deanne suggested a short five minute presentation on the new resident guide during or at the end of the Foxhall Community Association Membership meeting.

Voting – Greg asked if there is any way to post the results from the election online instead of having members stay and wait for the votes to be certified and counted. The Board will consider this possibility.

Tape around the trees at the lower entrance. Robert will, as a neighbor, volunteer to take down the tape.

Board Schedule (April/June)

April 23, 2020 - NTHS Cafeteria

May 7, 2020 – South Bay Fire Department

June 11, 2020 – South Bay Fire Department

Meeting adjourned at 8:35 p.m.

Questions from the Audience

None.

Approved June 11, 2020