



**Foxhall Community Association
Board Budget Meeting
October 8, 2019
South Bay Elementary**

Board Members Present:

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

Foxhall Members in Attendance:

Donna Bosshard
Jessica Bradley
Constance Fleming
Deanna Jackson
Gary E. Johnston
Carol Langford
Bert and Lynn Lewis
Theresa Lowe
Kit Metlen
Charell McLamb (renter)
Carolyn Pendle

Call to Order

Called to order at 7:05 p.m.

Ground Rules Set – Remain civil, no outbursts, keep comments until the end unless asked.

The intent of this meeting is for the Board to review all the input and responses received regarding the 2019/2020 FCA budget. These minutes will reflect and discussion and only the changes made during the meeting.

Greg Darnell was asked to run through all the requests and input received. He created an outline and merged similar thoughts together. We received numerous letters and emails and during the Foxhall picnic. All comments are merged into this document.

Via a request from the Trails committee and input from others, the budget request by the Trails Committee of \$3,625 to investigate new trail easements to create trailheads and the possibility of a trail next to the retention pond to be struck from the budget and the funds go toward the development of a picnic shelter in Park 1.

DECISION: Robert moved to strike the \$3,625 for the Trail Project from the current draft of the budget. Don seconded. Unanimously approved.

Greg would like to see all the trail items in one category instead of spread out (each project under the request listed out). Robert stated that in the past there was great discussion that the Board needed to

make it clear what each project entailed. There was discussion but no resolution on how the budget line items should appear. The Board will work it out as they finalize the budget.

One of the top requests from members is the need to build a covered picnic area in Park I. There was discussion of moving the \$3,625 into a line item for the shelter but there isn't much information at the moment about the total cost. Need to conduct research which might entail the need for an architect. Robert commented that since we have recently done the repair to the retention pond, he doesn't just want to allot funds to something that we don't have much information on. Don agreed and these funds could be used to go toward the reserve fund.

Andrew would like to see the Board come up with a way to determine what we want to go towards the reserve fund and then use the remaining funds to develop the budget.

Greg noted that there is a difference. The reserve fund is for long-term repairs, like the pond inlet, playgroup equipment replacement – big items come from the reserve fund. We need to expect a dip in the reserve as big items are in need of repair. It needs to be decoupled from the budget and it is filled slowly over time and the Board anticipates what is in need of repair and works toward building the fund.

The shelter is more of a benefit, at this moment, than the trail project proposal.

The Board would like to be more conservative and anything suggested, like the shelter needs to be researched more. Judith agrees with the need for more research and as we go through the budget, we can continue to discuss priorities.

Andrew clarified that the timeline for a possible Sheltered Picnic area would be working toward the funding and completion of shelter (if feasible) in 2021. In 2020 there will be a feasibility study and in the 2021 budget it would be funded if not too cost prohibitive. If we allot the amount for the shelter feasibility study now and we don't use it, no harm. If we have some money we can move forward with the study.

Don suggested moving \$2,000 into the contingency fund to keep the study moving forward. Kit Metlen (Foxhall member) suggested labeling that the funding as going toward a feasibility study so that membership understand that the Board is moving forward into looking into building a shelter.

DECISION: Don moved to create a contingency fund line item of \$2,000. Greg seconded. Unanimously approved.

The Board members ran through the proposed amounts for the remaining line items. Below are suggested changes.

Administrative and Operational Expenses

Website = Increase to \$204 which is the realistic price.

DECISION: Judith moved to approve the increase from \$175 listed to \$204. Don seconded. Unanimously approved.

Carolyn Pended noted the mailing increase is needed. However, if the opt in – email list continues to grow then mailing costs should go down. It all depends on specific needs, special mailings, etc.

Carol Langford (Foxhall member) referred to her input suggesting that the Board look at reducing the umbrella policies from 2 to 1. Don noted that he is working with the Insurance Company and will look into it. Bert Lewis (Foxhall member) was asked why there were 2 umbrella policies. It was suggested by former Board member Chea Miller, there was little discussion and the Board voted on it. Greg noted that at the time insurance was high due to the two lawsuits. Because Insurance coverage is a hot topic with the membership Don will take a closer look. He is to receive the quote for the current insurance lender and will discuss this further with them and determine and clarify further what the insurance covers and the 2 umbrella policies.

Concerning the line item on Legal and Professional Fees Judith noted that the current lawsuit has been on appeal since last year. The Court of Appeals, Division II court will be reviewing the case on October 29, 2019. If they review and either, reverse (overrule), remand (send it back to the Superior Court), modify, or affirm the decision of the lower court. If they affirm the decision by Thurston County Superior Court it goes not further and no funds are needed. If they overrule or remand there will be costs. We just have to wait and see what happens. Greg noted there is a deductible of \$1,000.

Carolyn Pendle would like the picnic allocation to go up. It needs to cover the \$279.25 bill for the 2019 picnic that was not submitted in time so needs to be added to the current \$300 allotment.

DECISION: Don moved to increase the picnic allotment to \$579.25 in order to cover last year's costs and the next picnic. Judith seconded. Unanimously approved.

Repairs and Maintenance of Common Areas

Greg would like to see the description Park 1 Mow and Maintenance to be changed to Mowing, Maintenance and Improvements.

Don feels that any Improvements need to be voted on by the Board throughout the year and not included. Jessica Bradley (Foxhall Member) asked if there was any incentive for Foxhall members volunteering to do the mowing allowing the remaining unused funds to go toward park/trail improvements. Don noted that there were past concerns about not having licensed and bonded contractors doing the mowing and other work within Foxhall. It would also be difficult to keep track of (what wasn't spent and make sure it is spent on this particular item by the end of the year).

Carol Langford (Foxhall Member) encouraged the Board to remain with licensed and bonded contractors and though a long shot, ask them to donate some of their funds back to Foxhall. Theresa Lowe (Foxhall Member) concurred with Carol to keep licenses and bonded contractors because if their work fails, they are responsible for it and it is easier to keep track of.

Park #2 allotment is too low.

DECISION: Andrew moved to increase the allotment to Park #2 to \$700. Robert seconded. Unanimously approved.

Greg would like to increase the retention pond maintenance from \$1,056 to \$2,000. The back fence needs to be repaired since it had to be taken down to do the repairs and also it had been damaged by trees.

DECISION: Judith moved to approve increase of retention pond allotment to \$2,000. Robert seconded. Unanimously approved.

Projects for the Year

Greg suggested a new title be given to Trail Safety Upgrades. It should be Trail Safety and Maintenance.

DECISION: Greg moved to change the title to Trail Safety and Maintenance. Don seconded. Unanimously approved.

There was discussion about removing all the trail projects that are not going to be funded and have a zero by them. Jessica Bradley would like to keep a running list of the work that they want to do in the future. It would be a good way to memorialize future projects. The Board will take this under consideration as they finalize the budget.

There were membership suggestions to cut the \$500 to \$250 or eliminate it entirely. Greg would like to try and work with landscape architects who live in Foxhall. After much discussion the Board felt the \$500 amount should remain.

Don and Greg made recalculations to \$33,534. Don and Carolyn will go back and review each decision and number and finalize total budget amount. Greg suggested moving the budget to an excel format that would make it easier to recalculate as needed. The Board will consider the suggestion.

Robert asked Greg to provide a synopsis on the pond repair listed. This is informational only. The final bill was for \$27,256.50. The original bid included shipping of the pipes but Greg was able to put the bid online and saved the FCA \$2,100. Some of the work was also done by volunteers. There is just a bit of clean-up work to do.

Deanne Jackson (Foxhall member) would like a formal thank you to go on the Foxhall website.

Judith wanted to recognize Greg for all the work he did, getting three bids, researching the companies, making sure things were handled in a timely fashion and cutting costs. Very impressive work.

Andrew suggested that all the remaining input and suggestions from the members that were not incorporated or addressed be listed and let the membership know here are your ideas, please provide more feedback on your priorities. The Board can continue to priorities big and small projects.

Theresa wanted to emphasize the need to really work with Insurance Companies to make sure the common areas are covered. Don read a letter from the Insurance company that states trails and common areas are covered and he is also working with the Insurance Company on the next policy. Theresa has a packet of information from previous work she had done. Don asked her to please send that information to him as soon as possible so that he can reference it and make sure all things are covered. Theresa agreed to do so.

Greg's understanding about ISO are that everything is covered unless deliberately excluded. There are no special codes for trails, parks. Don will do his due diligence on this.

Carol Langford wanted to make sure that though she suggests less funding go toward the Trail Project that doesn't mean she isn't appreciative of all their great work. Volunteer work is very much appreciated because it helps. She also is appreciative of the Board work in looking into matters concerning Insurance. Make sure everything is covered. She is also appreciative that the Board is working on the reserve fund.

Greg noted that he has started his own reserve fund study which projects out about 30 years. As he fine tunes it, it will provide this Board and future Boards a feeling on if we are funding it correctly. It will go up and down but it will help us plan out the future.

Deanne Jackson would also like to express her thank you to all the volunteers who have done a great job. She also acknowledges the Board and their work and thanked them for being pro-active.

Donna Bosshard (Foxhall Member) gave a heads up to the Board that she spoke with Mr. Short regarding an easement and he stated he does not want to give one.

Carol Langford also asked about Insurance regarding the large horse boarding facility. Robert and Don noted that they had already been handled and answered and is noted in previous minutes.

Robert moved to adjourn at 9:00 p.m.

Approved November 13, 2019