



**Foxhall Community Association  
Board Meeting  
September 11, 2019  
South Bay Fire Department**

**Board Members Present:**

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

**Board Member Absent:**

Greg Darnell, Facilities

**Foxhall Members in Attendance:**

Robert Armstrong  
Donna Bosshard  
F. Paul Carlson  
Steve Hewitt  
Deanna Jackson  
Judy and Gary Johnston  
Bert and Lynn Lewis  
Carolyn Pendle  
Greg Spector  
Denise Solverson

**Call to Order**

Robert, President of the Foxhall Community Association, called the meeting to order at 7:02 p.m.

**Review of August 8, 2019 minutes**

Andrew read the August 8, 2019.

**DECISION:** Andrew moved to approve the August 8, 2019 minutes with changes. Seconded.  
Unanimously Approved.

**Budget Update**

Don presented a proposed budget document that he would like to disseminate to the membership. It is the first step in the budget process. The Board needs to set up a timeline starting with the dissemination of this draft budget to membership, time for members to send input to the board on the budget, time for the Board to review all input and develop, then meet to adopt the proposed budget, re-disseminate the budget and hold the membership meeting at the end of October to formally approve or reject the proposed budget. He asked that draft budget before the Board be disseminated tomorrow or as soon as possible to get the process started.

Suggested Timeline:

- September 12/13, 2019 – Mailing and E-mailing of proposed budget to members
- October 3, 2019 – Deadline for membership to provide input to Board
- October 8, 2019 – Special Meeting of the Board to review all input and adopt a final proposal.
- October 11, 2019 – Mailing and emailing to members with final budget proposal and notification of membership meeting.

- October 30, 2019 – Membership meeting to review and vote on proposed 2019-2020 FCA budget

Don ran through the front page which is the status on the current budget.

Expected revenue from dues is \$21,960

Dues received to date \$21,940. Previous dues received \$360, Interest on dues \$209.20, Interest on Bank Acct. \$23.94, Private Road maintenance reimbursement \$1,596.45 (still have to collect \$76). Someone paid extra dues so added \$190.80. Total revenue \$24,320.39.

Checking, \$13,212.82, Savings \$41,563.94 = \$54,776.76

Don did a quick run through of the proposed FY 2019-2020 budget with comparisons to the FY 2018-2019 FCA budget and current expenditures. Some areas will go up due to rising costs others will go down due to completion of projects. Carolyn Pendle stated that Park 1 mowing has been irregular so the current expenditures do not reflect a regular schedule of mowing nor has the contractor billed her yet. They also maintain the retention pond area which wasn't mowed on a regular basis. She suggests keeping the allotment the same for next year.

Don broke things down into projects, including the trails committee work. The Board has received a budget request from the trails committee which will be included with all the other input received via the information received during the FCA picnic and via the mailing.

Don would like approval to disseminated budget update and FY 2019-2020. Robert wanted to make sure the current budget had additional information to clarify each line, and Judith wanted to make sure that Greg's proposals were also added to the input list from membership.

**DECISION:** Don moved to approve the dissemination of the draft 2019-2020 proposal to FCA membership, via mail and email by tomorrow (9/12) or as soon as possible. Seconded. Unanimously Approved.

**ACTION ITEM:** Carolyn will do the mailing and Judith will send out the same information via the email to those who have opted into this format.

### **Board Deadlines**

Andrew disseminated a draft of the outline he has been developing. It is a working document and will be continuously updated as deadlines and processes are identified. This document is to guide the current board on deadlines and also future boards as well. Judith asked that the new budget timeline be added to the document. Andrew is willing to manage the document while he is on the board but we need to decide where this list will be housed and what Board officer will be responsible for keeping it updated. There was mention of the FCA Board policy handbook that Bert Lewis created. Judith has a copy and will send it to Andrew.

**ACTION ITEMS:** Andrew to add Budget deadlines to document. Judith will send draft FCA policy manual to Andrew to review.

## **Trails Committee Report**

Rob Armstrong provided a quick report. The Trails committee usually provides a more in-depth written report on a quarterly basis as required.

Regarding maintenance and safety of the trails. The committee is coming to the end of their 5 year plan so overall costs will go down.

Last April the Trails Committee noted several areas where there was no access to the trail heads nearby. There are several trails that stop short of the roads as well. Historically, members were able to walk through to Canyon Trail via the retention pond. The trail committee has been doing some exploratory work regarding opening up a trail via the retention pond. They are also looking at easements from FCA members to extend other trails that dead-end. Robert asked if there was any documented history concerning the trail by the retention pond and Judith was concerned about how the retention pond is listed in the covenants and its specific use which does not include a trail. If there was a change, it would need to be approved by the membership. Don felt a covenant change should not be something the Board needs to be concerned about, if it is needed, then we move it forward and see what happens. More information is needed on this proposed project. Robert also is concerned with the cost of the project especially in light of the high cost of the retention pond outlet repair.

**ACTION ITEM:** The proposed trail via the retention pond needs more discussion and exploration. Don and Rob will discuss approaching FCA members regarding easements. It was noted there may be an issue regarding a drainage field and the other property owner had been approached in the past and denied easement.

## **Retention Pond Update**

Mailings and emails were disseminated to membership regarding the needed repairs to the outlet pipe and the costs. Robert has signed the proposal but would like a contract in hand to sign as well. Rob reported that NW Relining will insert a 20" high end, durable (HDPE) pipe and then fill in the void with a grout making it solid and stable. It will take approximately 2 days to install. Currently the pipe is located in Kingston, AZ. The company can put it on a truck today but the cost will be \$4,000. If they wait and put it in with another load coming to Thurston County the cost will decrease. NW Relining has an order from Thurston County that they are completing and our pipes could be part of that load. The final option would be to hire Keith Long to go and get the pipe at a cost of \$2,500. Rob and NW Relining are actively working on a solution.

Judith reported that three bids were acquired along with exploring the experience of each company. Greg also did additional research about hiring excavation companies or doing it ourselves but there are several challenges and additional costs. The three bids and costs were:

NW Relining = \$27,500; Insta-pipe = \$44,889.51; Trenchless = \$51,270.

## **New Business**

Date of October FCA Budget Meeting – See timeline discussed during Budget Report

Notifications and Proxies and Standard Processes for Voting – Judith wants to make sure there is a clear process for developing proxies, mailings, sign-in, verification and how to secure members of the

community to be counters. She also suggests that any voting occurs as close to the beginning of the meetings as possible in order to provide time for the counters to verify each vote and proxies (if applicable) and give results to the Board. This will hopefully cut down on the time members need to wait for results. Need to review what is already in the FCA draft policy manual and update.

Robert asked that the Board minutes note the bravery and sacrifice of those that perished during 9/11. They all are recognized by this Board who also wishes to acknowledge and send our appreciation to the military, fire fighters and all first responders.

#### Other Business

The Board received a letter from Donna and Loren Bosshard regarding the following:

#### **Status of the proposed bylaw addressing committee formulation and regulation.**

The board has yet to move forward with this. The retention pond issue became more of a priority. Don noted that he sent the Board some proposed language and will resend it again and have it on the October meeting agenda. Though the Board voted to do this, there needs to be a review to determine if this is even necessary or is it something that could be part of the FCA policy manual. The Board wants to be mindful of the time we are asking of FCA members.

#### **What is going on with the retention pond? Were 3 bids for the suggested fix ever gotten?**

Via the previous discussion regarding the repair, costs and verbally reading out the three bids, this question was answered.

#### **Who on the Board gave permission to the Trail Committee to decide upon a trail creation in the retention pond?**

The Trail Committee's role is to not only maintain our trails but to also suggest additional improvements. The stakes that are there are merely an exploratory action. They do not need "permission" to explore future improvements. As stated under Trails report, it is a proposal, not a fact and the Board has asked for more exploration, history etc.

Comments from Audience:

Denise asked for clarification on which trails were dead ends and where easements were going to be asked for and secondly, what is the status of the portion held by the water company?

Dead-end trails – Short Trail – Easements from lot 35 and 37. Fir Trail -Easements from lots 31 and 32.

Carolyn stated that these short trails are more for walkers and dogs more than horses since they would open up to the streets which horse riders rarely take.

Denise commented that trails that do not receive a lot of traffic are usually maintained by the owners.

Don noted that his email regarding the bylaws addresses all of the Bosshard's concerns.

Gerry Spector is new to Foxhall and wonders why we are talking about easements that we don't own while he pays dues to Foxhall. He would like the Board to focus on Foxhall property issues. He also was curious about what was done about the defacing of the trail signage.

Robert stated that during the executive session that was held during the August Board meeting, the Board spoke about this issue and developed a course of action. A video was taken of the person damaging the signs. The Board took immediate action and he can say that it has been addressed, and action plan is in place, the person has been contacted and apologized and the sheriff's department was notified and given the video and they also contacted this individual.

A member in the audience became increasingly agitated and disruptive. Robert asked them to stop being rude to the Board and other FCA members in the audience or they will be asked to leave. He asked them if they understood and they replied yes.

Deanne Jackson asked if there was anything in the bylaws regarding a 3 strikes you're out and you can no longer utilize the trails. There is not.

Judy Johnston asked if there was any way to bar this individual from the trails and parks. Andrew stated that if anything happens the Board will make a complaint and it will be up to a prosecutor to determine the remedial actions. Don again reiterated that the individual has been spoken to by the Board and the Sheriff's Department, it has been documented, and there is a plan in place. The Board is united in our opinion that this is unacceptable behavior.

There has been a threat to poison horses. The Board asked if this was hearsay or if there was proof. The Board can take no action without proof. If a FCA member has proof of any unacceptable behavior please send it to a Board member immediately.

Board Adjourned at 8:40 p.m.

Approved October 10, 2019