

Foxwood Hills Property Owners Association

Board of Directors

January 18, 2025

Present:

- Sonya Hale, President
- Keith Cagle, Vice-President
- Treasurer (Vacant)
- William K. Thompson, Secretary
- Patrick Coates, Board Member
- Greg Lohman, Board Member
- Johnny Urraca, Board Member

The meeting was called to order at 9:00 A.M. by President Hale. All members present joined in the Pledge of Allegiance. Hale reminded those in attendance about the code of conduct.

Community members not attending but listening via a phone are asked to mute their phones out of respect for other listeners.

Minutes of the Last Meeting – Secretary Thompson

Thompson made a motion to approve the minutes as written based on the earlier approval of the Board. Cagle seconded; motion carried.

Treasurers Report- Patrick Coates

Balance Sheet for November: Our cash is \$652,000. Compared to \$564,000 this time last year. Our Reserve balance is currently \$962,000 for a total fixed assets of \$1,344,000.

We have \$120,000 ACC Liabilities, that's ACC deposits. Our total liabilities are \$138,461.

On the budget comparison, with the annual budget, our current year income for the month was \$5,186. Year to date is \$959,333, compared to fiscal budget of \$919,711.

Our prior year collections are \$967, for the current year \$103,256. That is down \$28,000 for the year. We had projected \$131,240, we still have a couple of months to go, we are not going to meet that number.

Restaurant revenue for the month, \$11,299, year to date \$141,502.

Total income for the month is \$19,904, year to date, income total \$1,374,839. Our budget for the year for income is \$1,377,424, so at this point we are at what we projected for the entire year for income.

Expenses: We obviously have inventory number issues with the restaurant because we show negative \$1,248 in cost of goods sold for the restaurant. For the month, our restaurant operation was \$12,468, year to date, has been \$103,393.

Our GNA expenses for the month are \$43,994, year to date is \$462,538. Comfort Stations for the month, \$3,182, year to date, \$36,995. Maintenance and repairs this month, \$12,114, year to date, \$87,209. Security for the month, \$8,479, year to date, \$75,879. Swimming pool for the month, \$1,573, year to date, \$55,687. Our total expense for the month is \$80,561 year to date, \$884,877.

Reserves, we had a reserve income for the month of \$1,515. Road reserve income \$6,800. That is ACC non-refundable deposits. That brings our total reserve income year to date \$817,442. Reserve expenses for the month were \$189,520. Most of that is roads, the rest of it is ACC and roof repairs on this Building. Our reserves expenses, year to date, are \$779,671. Our road reserves have a balance of \$153,797. CapX has a current balance of \$155,596.

President Hale made a motion to approve the financial report for November, Thompson seconded, motion carried.

General Managers Report – Mark Pendleton

GM Pendleton started his report with good news, new HVAC system installed for the Lodge that services the dining room, lobby, and the front Offices. We have a new roof and that includes the shingle roofing and the roll roofing. We had trouble with that, the contractor came back and fixed the problem.

Also installed a new exchange and duct work downstairs for the Cabana area, plus the men's, and women's restrooms. Projects that are significant and costly, but they have a significant impact. We also have new wood panels around the dumpster.

Repairs and replacement work that has been approved, but not yet completed. We received two bids to redo the cement floors in this dining room, lobby, and the bar area. One of the bids was half as much as the other bid, which was encouraging, and it is significant because there will be monies left over to redo the ceiling tiles and possibility to paint the walls. The new flooring must be durable because of moving table and chairs back and forth and both bids recommended a flake system. To start the project, the floors will be sanded down, repair the cracks, and then seal the floor. The flakes will be applied with a sealant, and it will have a bit of texture that will help with slip resistance. The job comes with a warranty.

Tidal Wave was the color members choice and color of the ceiling tiles are unknown at this point. We know the number of tiles needed and the approximate cost, if the hanging system is used that will be the dollar question?

The Board has approved the Kiddie pool, It will have to be rebuilt, new tiles applied and edging. The next step is getting references from the contractors.

We hired a company to come in and clean up from Hurricane Helene. They have the right equipment to pick up debris and fallen trees and put them into the 18-inch chipper and haul it away. I drove on the property, every road, every section to identify where there was the most debris. You can see from the priority list of what has been completed, this is an ongoing project.

Mark spoke about the restaurant and bar. Everyone knows what is going on there. To give you some background, we have made three offers to different

kitchen manager chefs that accepted the offer and never showed up for work. He and Sherry Dukeman interviewed Mandy. From a competency perspective we thought that she could do the job and offered her the job. We did not know about the criminal background, but we found out. We had a conversation about it with her, we contacted her parole officer, and she was not on parole anymore. She has paid her dues to society and made financial restitution. The final determination by the Board was to terminate.

We have instituted a couple of safeguards for the restaurant and bar to keep track of receiving and inventory. Two individuals will now be responsible for signing off on the inventory and receiving goods from vendors.

We interviewed a candidate for the Kitchen Managers job this week and we will be interviewing another candidate next week. Both individuals are Johnson and Wells trained. So, we are hopeful, and we are moving forward.

Security – Captain Jeffery Carrol

Captain Carrol says that our two new security officers will be fully certified and out on their own by the end of next month. In February, Lieutenant Eric is already on patrol, working the night shift. We drive two different vehicles, so we have two officers on site, mostly all the time. Lt. Eric is working at traffic stops, drivers disregarding stop signs and speeding. We will have analytic report at the end of the month from Security. Please help us keep the roadways open and clear.

We are getting stray animals dropped off each week. He has posted on Facebook to discourage people from accommodating these strays, it only tends to make them stay and linger longer. These animals cause damage to property, if you would just call animal control, take a picture or a video and send it to Security, we will take it to Animal Control and get something done. We want to get it back to its owner to keep it on the property like they should.

From a medical standpoint, Security now has Narcan on board. Narcan is a medication that we administer for opiate overdose. There were several calls that you will see in our reports that would have needed it. We have it now and will continue to have it. If you need to carry it on your person and do not know how to get it, we will be happy to help you.

Captain Carrol introduced his new Lieutenant Gary Robb, who has a military background and served as a combat medic for ten years in the Army. He has been security officer with the Greenville County Detention Center. "I am here to do the best job for you guys I can and try to keep you all safe" he said.

Carrol said he would like to speak about FedEx trucks speeding on community roads. When we write a citation, that citation must be honored and enforced by a judge in the magistrate's office in Wahalla, and they are not going to allow us to impose traffic law on postal or courier services. "You as homeowners can call FedEx, UPS or the Oconee school bus transpiration office and complain about the non-stop for Stop signs and the speeding.

We also contacted the construction workers in Foxwood and the big pickup truck flying through the Community. That is on our radar list. Also, some of the trucks are parked on the roadway, we ask them to move. They have a little bit of leniency in accordance with ACC on where they leave their vehicles while they are working on a house.

Committee Reports:

Architectural Control Committee (ACC) – Casey Poague – Chair

Keith Cagle, Board Liaison, gave the ACC report in the absence of Casey Poague.

Since the last Board meeting, ACC had 21 requests, we have two variances right now; seven for new construction or remodel; seven carports and sheds and five other miscellaneous.

One hundred forty-five (145) open permits, most of those permits are old. Twenty of the permits were over two years old, 32 over one year old.

Casey is working through these old permits to get the work done or close them.

We also have fifteen stop orders, most of those belong to Reality Homes. Since they declared bankruptcy, we cannot find them.

As far as objectives, one, we recently reviewed the new ACC guidelines and are ready to approve them. Two, we want to get where we enforce them and are consistent in enforcement. Third, updating sections to find out lots that have improvements On. About a third have been completed.

Board member Patrick Coates made a motion to approve the new ACC Guidelines, Urraca seconded, motion carried.

President Hale said the new guidelines will be posted on the website.

Budget Committee – Gary Gasper- Chair

Greg Shepherd presented the Fiscal Year (FY) 2025-2026 Budget Committee recommendations for approval by the Board. The Community presentations will be in February.

Revenues:

Revenue assumptions for Regular dues and Road Assessments are identical, with a 2% increase in dues bringing assessments to \$663 for full lots and \$298 for partial.

The two percent is 31% lower than the CPI for December 2.9%

Seventy-Seven percent (77%) is the collection rate for full lots and ninety-six (96%) collection rate for partial lots.

We are expecting a 5% increase in restaurant revenues from the FY 24/25 projections.

Other Revenue is made up of lien and attorney fees, interest on delinquent payments, and interest earned on money market accounts (\$112K of the \$115K amount). Expect a 22% increase in land sales proceeds from FY 24/25 budget, in line with FY 24/25 actuals.

Total Revenue \$2,204,336 (\$227,356 increase) from FY 25/25 budget of \$1,976,980.

Expenses:

Substantial increases in payroll were \$66,303 due to pay increases and the addition of full-time Code Enforcement position. Benefits for medical insurance, we are trying to pay some money to our employees to offset their medical insurance. That benefit added another \$38,400. So, when you look at total labor cost, we are looking at an increase of \$104,703 that we are investing in our people.

Restaurant:

Total expenses \$252,893 amenity costs of \$54,973. (60K directive COGS is \$69,067 or 35% of sales. Payroll Cost is \$136,120, down \$5,672 from FY 24/25 budget.

General Administration:

Total expenses of \$572,534. \$27,188 increase from FY 24/25 budget.

Repairs and Maintenance:

Total expenses of \$151,467, \$46,723 increase from FY 24/25 budget due to Payroll and benefits increasing \$40,108. The other amounts are for maintenance and repairs \$5,072.

Comfort Stations:

Total expenses of \$28,414, a \$1,471 decrease from FY 24/25 budget.

Security:

Total expenses of \$137,251, \$2,500 decrease from FY 24/25 budget.

Code Enforcement:

Being removed from Security, increasing to one full-time employee with total costs budgeted at \$52,750.

Swimming Pool:

Toal expenses of \$77,906, \$8,529 increase from FY 24/25 mostly coming from Cabana labor, up \$3,000 and outsourcing the chemical testing to certified pool operator \$4,000. Having CPO is a requirement of the SC Department of Health and Environmental Control (DHEC).

Conclusions:

This creates an operating surplus of \$931,121, with \$625,284 being dedicated to roads and the other \$305,837 being allocated to Capital Expenditures. \$175K estimate to go to CapX reserves outside of FY 25/26. This is working toward eventually getting to a total reserve of \$1 Million per year. FY 25/26 is only \$69K from that total.

Greg Lohman made a motion to accept the Budget for Fiscal Year 2025-2026 as presented by Greg Shepherd, Hale seconded, motion carried. Patrick Coates abstained from voting. He said that he had not had the time to review it.

Communication and Marketing – Beth Patterson – Chair

Maria Stamey developed 32 announcements that have been posted and E-blasted to the members.

Developed the Association Update newsletter and posted it on the website.

Currently working on a grant, Community Challenge Program, if approved the funds will be used to improve Mountain Bay Park and the Pavilion.

The program is through AARP. We applied last year and did not get selected; we will try again this year. The application is due at the end of March 2025.

Neighborhood Watch – Muffy Chase – Chair

Muffy Chase was not present, Patrick Coats, Board Liaison, gave the report.

Her report stated she is the moderator for the Official Neighborhood Watch group on Facebook, currently having 231 members.

Anyone who wants to join the group, please answer the three members' questions; what is your lot number in what section, what is your address, and do you own Property in Foxwood Hills?

Security is on top of things: they received 58 telephone calls this past month, 12 calls for emergencies, nine non-emergency services and 37 general calls. Captain Carroll has shared his analytics report and plans to include a breakdown of nine zones in the future.

Foxwood continues to have a stray dog problem, some of them from within the Community and others that are abandoned here. These loose dogs are roaming in packs, presenting a safety issue.

Foxwood Hills By-Laws state that animals outside the home are to be on a leash or contained in an appropriate manner.

Any stray dog or cat should be reported to the Oconee County Animal Control.

A reminder, hunting is not allowed in Foxwood Hills. Discharging a weapon within the Community is also prohibited. Hunting on prohibited land is a Department of Natural Resources (DRN) offense and subject to fines and confiscation of the weapon.

Members mailboxes and driveways being tagged with green paint. Currently the reasons are unknown. Members should be aware of any suspicious behavior and report it to Security or the Oconee Sheriffs Office.

Roads Committee – Russ Dukeman – Chair

Patrick gave a number in his Treasurers report. We have quite a few bills that are still coming in, I will be working with the GM on those figures.

We have two more projects to do, weather permitting, before we close for the year, if funds are available. We have some drainage issues that need to be addressed.

We will be soliciting bids for next year, we have seven firms identified. I will be working with the GM, basically when doing this kind of work we are doing, you

are getting it on a per square foot basis. We hope to be finished with the bid process by March 1, 2025.

We are currently looking at what areas we are going to do next year. We have some areas that I call undeveloped roads. These types of roads are an issue because lots have already been sold. We will continue to work on that so anyone can get through. Russ frequently goes out and try to drive the roads and look at them, so I could miss something. If any member has concerns, please email me and we will look at them.

Social Committee – Sandy DeLaney – Chair

Sandy DeLaney was unable to attend the meeting, President Hale delivered her report.

The Foxwood Christmas and New Year's Eve parties were a success.

Bingo and Trivia continue to be well attended. We still need more people to attend these events.

Open Forum – Community Members

Beth Patterson – Concerned about the By-Laws being presented, If a member does not see something in the By-Laws now can a change be made? Lohman said its too late for this to happen now, we have everything set to go out to the Members for the Annual Meeting. He said that we have an ongoing process to change or add to the By-Laws. Patterson conceded that it makes sense to wait until next year.

Patterson said she is concerned about her Committee budget, the POA's telecommunications was being charged to Marketing. GM Mark Pendleton said we will have to have two separate categories, one for Member Communications and another for POA Communications. He said this will be taken care of before the fiscal year starts.

Jackie Hennessy – She wanted to thank everyone who contributed to the Christmas gifts that she and her husband Tom, delivered this year to the nineteen people at Lake View Assisted Living.

Lawrence Jameson – My concern is the roadway in Kinston. These roads are not built for the traffic we have on them. People hauling big trailers make a turn on Minden Way onto Welland Way. There is not enough room to make that turn. And it is making a big rut right there in the corner of the road. It is breaking asphalt off. Russ Dukeman said he knows of the problem that exists.

Next year we are looking at paving that corner. That is not exactly a right-hand corner. Traffic is going in the wrong direction; you are not supposed to be coming up Minden Way to turn onto Welland Way. Nonetheless, we need to do something with that intersection.

President Hale said there had been some talk on social media that the Associations has a million dollars in the bank. I would like to address that rumor; we have \$900,000. She broke down what is in CapX, Roads, Reserves, and Emergency Funds, leaving us to operate on about \$400,000 for the next four months, we normally use about \$75,000 per month. I just wanted to clarify that for everyone.

No other business was brought forth and President Hale adjourned the meeting at 10:15 A.M.

Next Board Meeting: Annual Meeting, March 15,2025 at 9:00 A.M.

Respectfully submitted,

William K. Thompson, Secretary to the Board

