

Foxwood Hill Property Owners Association

Board of Directors

September 20, 2025

Present

- Sonya Hale, President
- Treasurer, Dan Delano
- Dawn Markelon, Secretary
- William K. Thompson, Board Member
- Mike Ablan, Board Member
- Johnny Urraca, Board Member

Absent

- Keith Cagle, Vice-President

The meeting was called to order at 9:01AM by President Hale. All members present joined in the Pledge of Allegiance. Hale reminded those in attendance about the code of conduct.

Community members attending via phone/web were asked to mute their phones.

Minutes of the Last Meeting – Secretary Dawn Markelon

Markelon made a motion to approve the minutes as written based on the Board approval in June 2025. William Thompson, second; minutes passed.

Treasurers Report – Dan Delano

Financial Recap: July, 2025 Month and Year-to-Date (See Financial Statements issued at the Board Meeting and posted to the FWH POA Website).

Balance Sheet:

Total Assets are below prior year July by \$166,623 due primarily to increased spending on Roads and Capex, and normal Fixed Asset Depreciation.

Total Liabilities are relatively consistent with prior year, increasing \$5,405 due to higher ACC Deposits

Equity is down \$172,029 year over year driven again by Roads and Capex spending

Profit and Loss Statement:

Total Income is \$19,440 higher than Budget, but below by \$5,594 for the month of July. These variances reflect a number of items:

- **Current Year Revenue** is \$6,658 over Budget, with the month being favorable to Budget by \$17,208. Overall Collections are tracking to Plan.
- **Prior Year Revenue** is lagging Budget, both month and YTD. (-\$6,243 and -12,730 respectively) Efforts are underway with our Collections Company to increase focus in addressing aged fees from multiple prior years.
- **Restaurant Revenue** continues to lag Plan, with July being -\$4,355 under Budget and -\$8,883 YTD. This reflects the days the restaurant/bar were closed unexpectedly due to water/sewer issues in June and July. We expect to see improvements in the coming months with actions underway to deploy improved Take-Out capabilities.
- **Other Revenue** was below Budget in July (-4,704) but is over the YTD Budget by \$6,625. Both variances were primarily driven by Lien & Attorney Fees which typically reflect prior month legal actions to drive collections via liens and foreclosure efforts.
- **Unit/Land Sale Proceeds** were zero in July and are \$27,769 YTD favorable to Budget. We expect strong results in August and September, which will offset other Revenue shortfalls.

Total Expense is \$112,857 over Budget, which includes an unfavorable variance in July \$21,941. With the exception of Code Enforcement, all other departments are over Plan YTD.

- **Restaurant Operating** results were unfavorable both for July (-2,597) and YTD (-19,276). The biggest driver continues to be volatility in Cost of Goods Sold, which is -8,274 over plan YTD. Recent investments in a new Restaurant System (TOAST) is expected to drive a number of benefits, including improved Inventory Management. Expenses are also unfavorable, driven primarily by Payroll (-2,768 over plan) and Equipment (-6,152) which includes the cost of TOAST and other kitchen equipment. Total Net Restaurant Cost (Income less Cost less Expenses) is \$38,514 Actual versus a \$10,353 Budget, so a net overage of \$28,161.
- **General Expenses** over plan for July by \$10,331 and YTD by \$58,229. Key contributors are Postage, Legal-Collections, Building Interior R&M, and Property Taxes. Legal-Collections are typically investments that result in greater Income from Land Sales (Foreclosures), so should provide improvements in the future. Property Taxes are being appealed to Oconee County for relief. Building Interior costs are candidates for CapEx.
- **Comfort Stations** are on Budget for July but continue over YTD (-7,128). This reflects Payroll (-4,641) and Building Interior costs (-3,845). Payroll will be reclassified to another account but will remain over plan. Building Interior relates to water heater replacement and should not reoccur.
- **Repairs & Maintenance** costs are -\$4,581 unfavorable in July and -\$11,025 YTD. The variances are related to Payroll and Landscaping Maintenance. Payroll policy has been changed for after-

hours call out from a minimum of 4 Hours and 2 Hours, which should reduce costs going forward. Maintenance costs are driven by the need to hire external firms to assist with tree removal, which is expected to continue being a requirement.

- **Security** is over plan both in July (-3,616) and YTD (-18,384). Both are primarily driven by Payroll expenses. The Budget Process failed to allocate funding for Overtime, and the training of a new officer resulted in additional cost. Finally, schedule changes have been implemented to avoid unnecessary Overtime, so we should maintain costs be closer to Budget going forward.
- **Swimming Pool** expenses were over plan in July (-1,381) and YTD (-6,095). Both were driven primarily by Payroll costs, along with Pool Supplies. With the pool season ending we expect Payroll costs to end. Pool Supplies were the need to address salt cell and electric plug issues.
- **Code Enforcement** costs are favorable to Budget, primarily due to lower resources than planned and the timing of car repairs (now expected in August or September).

Overall Income and Expenses are not aligned with the 2025/2026 Budget, so actions are underway to mitigate overages through the balance of the Fiscal Year. These include:

- Working with the Collection Company to make a stronger drive through Year End to increase collections from delinquent Members
- Restrict spending to Essential purchases only.
- Hiring Freeze on any new vacancies (requires Board approval)
- No Non-Essential Overtime Spend
- Drive planned improvements in Restaurant Income, Costs and Expenses.

There was a lot of discussion about the water situation with CSWR and Dan suggested that we take an action item to call our regional representative to discuss further. There is a lot of community concern regarding drinking water at the restaurant and residents who have weakened immune systems not being properly notified when a boil water advisory is in effect. It was suggested that the office send out notifications when aware of a water main break and/or boil water advisory. It was also suggested that community members log onto the CSWR website to sign up for notifications as well.

Some of the added expenditures we accrued recently include bullet proof vests for our security team, payroll expenses and radios for code enforcement, maintenance and security.

A motion was made by Delano to accept the May, June and July 2024 financials, Thompson seconded the motion and passed.

General Managers Report – Mark Pendleton

GM Pendleton highlighted new staff who have joined the team. Elizabeth Clifford joined as Office Assistant. Ethan Simmons is new runner/server. Rebekah Herbert is new server/bartender and Daniel Bosworth joined the team as Line Cook.

The August restaurant inventory, current menu and recipes have been uploaded to Toast, our new management system. The August alcohol inventory and recipes for mixed drinks are being added. This will allow the tracking of food sales, revenue, COGs, and gross margin daily. Online ordering of dinner is coming! This includes paying for it online. An Eblast will be sent to members soon with the link. Unfortunately, we cannot extend the link to the public without the risk of us losing our non-profit status do to the income cap.

Pendleton stated that delinquent fees collection efforts will be ramped up. Monterey is a company that specializes in the kind of space that we are in, so they understand how to collect.

We negotiated a settlement with Roto Rooter; we did not pay them the last \$29,000 we owed them. Their repairs cost us additional money that we did not expect.

We have added additional HVAC duct work and venting to the clubhouse to ensure adequate heating and cooling.

Bill Bellas of Bellas Home Repair rerouted the sewage line in the ladies' rest room so that is now up and running. "Yes America" did cleanup of the sewage spill, where we did not need ServePro to come in saving us almost \$5,000. CDL construction, Levi and Darren, put sheetrock back up, and installed a door to the storage unit in the ping pong room. Bill Bellas and Shane Helms have done some electrical work as well.

Then next project is getting the new ceiling tiles in the club house.

Security - Captain Jeffrey Carrol

President Hale stated Captain Carrol had an emergency, she reported a text from him.

They are coming close to making an offer on the candidate for a ride along to see what would be involved. He asked that we continue to drive slowly through the community. We have new homes going up and we have vendors and contractors who are parked on the roads and sometimes in the roads. Please continue to call us and report suspicious activity.

Monthly Security Reports are now available on our website. An outline of calls for August include; Calls for service: General service: 26, non-emergency: 17, Emergency: 10, Administrative: 10. Emergency calls by

type: Medical: 3, Fire: 3, Hazardous: , Public Danger (driving): 1, Public Danger (weapon): 1. Non-emergency calls by type: Suspicious: 7, Maintaining order: 6, Property damage: 2, Agency assist: 1, Violation: 1.

Permitting and Code Enforcement Officer - Casey Pougé

There were 23 new violations since the last meeting. 80% of certified letters are returned due to no one signing for the letters. If the issue is not resolved in 15 days, the second notice is sent with the date that the violation fee will begin. Follow up every 10-15 days is done until the issues are resolved. Property owners have 30 days to address issues. The 3rd violation includes fees of \$33.33 per day.

CSWR is not giving Russ a list of damaged roads on a timely manner. We are trying to address with Sam that we need this information as soon as possible. President Hale made a call, and it was stated that they are behind however the repairs have been approved.

ACC – Mike Reifert (Chair) – Casey Pougé reporting

We currently have 133 active permits. There are 39 new permits. 21 of them are new constructions. We have closed 37 permits since the last meeting. If you have an active permit and have completed the project, please let us know so we can inspect and close it. Casey reiterated that there are new ACC guidelines on the website. She also asked the community to please, “if you see something, say something.”

Real Estate Update – Susan Mangubat

Sales have been flat or slower than they were this past year. The strongest sales in our area are \$700,000 to 1 million. Home prices have fallen about 6% in the past 6 months. Inventory has increased 7 ½ percent. Median sales prices is \$310,000. What sells the quickest are properties under \$150,000. For lots we’ve sold 31 in the past 180 days compared to about 80 last year for the same time period. We are listing lots at average \$12,000 and selling them at \$10,000. Days on market is about 67. We have 21 active homes listed in FWH. They have been on market 5 to 167 days. We’ve only sold 11 homes in the last 180 days. There are 21 new builds that will be coming to the market in addition to the 21 we have on the market now. We would like to do a grand open house in November via a care van to bring realtors to the community. We will have the realtors check in at the lodge and get a map of current listings. Interest rates have dropped a bit, currently at 2.65%, and there may be two more decreases.

Maintenance Committee – Jim Sample - Chair

There is a new maintenance tracking system in place which allows for a breakdown of emergencies or proactive repairs. We have had 43 requests from members with 34 proactive items such as removing overhead trees, replacing traffic and street signs by certain sections, randomly, therefore no one section is prioritized over another. We are looking into year-round trash pickup. We are working with Russ to complete cold patch for road repairs. We are repairing a lot of maintenance equipment. We would like to

paint the roof on the maintenance building, to try to spruce it up a little. Seasonal cleanups like road cutbacks and mowing will continue. Jim asked the community to continue to be patient as safety is their priority. There are now signs on the back of the tractors stating, "stand back 500ft." Please do not go into a ditch to try to pass.

Communications and Marketing – Beth Patterson

The New Member Handbook is undergoing final edits. Once completed, copies will be provided to office staff. Major changes will be made to the Volunteer Recognition Program. Revisions will be implemented next fiscal year. An honorable mention category has been added to reflect 4 to 20 hours. The Spirit award will now be for 20 to 50 hours, Bronze will be 51 to 100 hours, Silver will be 101 to 200 hours, and Gold will be 100+ to 200+ hours. FWH hosted the Oconee County Chamber for a Business After Hours Event on August 19 with 80-100 people attending throughout the night. Most common comments were how great the food was and the beautiful view. Future events will be focused on builders and realtors. Thank you to Dawn, our Board liaison, for her help and if you need any door prizes talk to Jackie. She did an incredible job. Survey Monkey will be conducted to determine interest in new amenities (community garden, dog park). Priority for the Fall is the identification and marking of POA lots. Susan will provide a list of most sellable lots and maintenance will create the signs.

Neighborhood Watch – Mike Ablan on behalf of Muffy Chase

Documented actions for August are 217 tour stops were made. We had 61 calls. 26 general calls, 10 emergency, 17 non-emergency and 10 administrative calls. Emergency calls included 3 fire, 3 medical, 1 hazardous, 1 public danger driving, 1 public danger other and 1 public danger involving a weapon. Non-emergency calls included 7 suspicious, 6 maintain order, 2 property damage, 1 emergency assist, 1 violation, 7 general service, 6 proactive security, 4 escort and assist, 3 animal, 3 welfare checks, 2 patrol surveillance and 1 special assignment. The monthly security reports are posted on the official FWH neighborhood watch page and sent out as an e-blast as well. As of May 2025, we have seen an increase in bear sightings due to increased construction in our area and bears are losing their natural habitat. Please do not provoke or shoot them as they are a protected species.

Roads Committee: Russ, Bill Thompson reported

We continue to work on the roads in the community. We are about half way through and currently working on section M, Pinola and Rapidan. There has been a lot of discussion on water cuts not being fixed. Owens just received the list recently and have started on them. If you have any comments on this situation please contact Central States Water, or Clear Water Solutions. I will continue to facilitate this as best I can. More to follow. We have three drainage projects that we are working on and waiting on contractor availability. Roads being worked on are Kingswood, Viking, Jefferson, Holden, Hickory Trail, Canterbury, Tanglewood, and Shenandoah. Thompson stated he received information from Delan that during April through July we

have put \$173,000 into roads. During August it was \$102,000, September \$140,000 and in October another \$140,000. Just to give you an idea of what Russ is working with.

MOTIONS:

President Hale motioned to confirm Kathy Moore as Social Committee Chair, Markelon seconded, and nomination passed.

Social Committee: Kathy Moore, Chair

In a short period of time, we pulled together some activities for Labor Day. Everyone seemed to have a good time. We had an awesome day, and I want to give kudos to our new chef Tim. He was so very helpful. He offered to cook all the food. In the past it was up to the volunteers to cook. We had complementary food tickets to monitor the food because during July 4th, we had 460 members, and we were not prepared for that many. Some of the folks did not get to eat. If you know anyone who cannot be involved in the events, please let Capt. Carroll know, and we will get them a plate of food. There will be a Witches Brew on October 18th in the café and a Halloween contest on October 31st with more details to follow. Additional events include Recognizing our Veterans in November, a Christmas party on December 13th, New Years Eve Party, Valentine's Day Dinner and a St. Patrick's Day event. Details of these events will be forthcoming.

President Hale motioned to confirm Greg Sheppard as Bi-Laws Committee Chair. Thompson seconded, and nomination passed.

Bi-Laws Committee – Greg Sheppard Chair, Mike Alban reported

All bylaws are being reviewed. They are identifying 5 areas to work on which will be submitted to members for a vote next year. There will not be a complete bi-laws overhaul. Five bylaws will be voted on individually, not as a whole.

Beautification Committee: Currently Vacant

New Business

Legal Update – Sony Hale

Chis Pierce did not appeal to the supreme court as previously reported, it was to the appeals court. The Human Resource case is still pending. The POA has settled a case with Daniel Huth on the Pinola 163 lot.

The original permit was applied for November 14, 2022, and was issued an extension on March 19, 2024, with an expiration date of November 14, 2024. On September 16, ACC chair walked the lot with Daniel and Danny Huth to verify setbacks and was told at the time they would be placing a modular home set on a permanent foundation. They were asked to get a letter from the neighbor stating they would be ok with placing the modular home on that lot. We also asked for documentation stating that once the home was placed it would meet all requirements for FHA VA mortgage and as of November 29, 1994, nothing had been received. On September 23, 2024, ACC received a call from code enforcement about the placement of what appeared to be manufactured mobile home. ACC met with the Huths on site and was assured that the home being placed on site was a modular home and would be placed on a permanent brick foundation. On November 28, 2024, ACC chair spoke with Clayton homes asking for a definition of a manufactured vs. a modular, a manufactured home is titled with a VIN number and can be de-titled once it's placed on the foundation. The floorplan that was in stalled is a titled, manufactured home. Modular homes are not titled and considered stick built. A stop work order was issued and the POA received a letter from Mr. Huth's attorney saying that the stop work order was an overreach and must be lifted. The letter stated this house is a manufactured home. The POA and Mr. Huth tried to reach an agreement and the POA received a letter from Mr. Huth advising the estimated loss would be \$101,950. to move said home. He stated that he would work with us to move the home if we provided him with 14 lots with no dues for five years and no closing costs on these lots. After much back and forth between the parties, Mr. Huth agreed to 7 lots and two years of no dues or closing costs. The total cost for this transaction is under \$10,000 as opposed to the \$101,950. The lots were vacant lots, so the POA has no other cash out for these lots. We were not receiving dues on these lots so there is no loss there as well, however, when the lots are sold, we will have dues paying members. We believe that the POA was in the right, we believe the Huths knew it was a manufactured home and even his attorney stated so. But in order to not waste years and money in attorney and court costs the board felt this was the best course of action.

Open Forum – Community Members

Jackie –Tom and I continue to visit Lakeview Assisted Living once a month and we would like the community to help with donating candy like mints, and chocolate. If anyone would like to come, they would love it.

Kelly R. – There is damage to the courts with bike riders, skateboarders and people letting their dogs in there. We just had them re-done and they are getting ruined. Mark has asked two different providers about locking systems. For an access control system, it would cost about \$6,000 and for cameras it would be about \$2,500. With some additional cost for lighting. We also need to do something similar with the comfort stations.

Delano proposed \$10,000 for this project from the cap x budget. President Hale motioned to spend the money to secure the courts, repair the damage and have security check on the locks, seconded by Delano.

Matt –

I'm on the bi-laws committee and I think it can be improved. We are trying to reduce legal fees however we are not getting information about these lawsuits. Also, what's the best practices on bylaws for HOA's and POA's throughout the nation. If we have a strong POA we have a strong community. I don't believe our fines are corrective actions, I believe they are punitive actions. We have 5 items that we can review, and the fines are not one of them. I believe we should add them to ensure we have fair and equal action.

Marsha – "I've lived here for a number of years, and I've asked multiple times for over three years for a playground. I have grandkids and I would like at least a swing set." Mark stated there is no money in the budget this fiscal year.

Meeting Adjourned at 12:09pm