

FOX RUN HOA ANNUAL BOARD MEETING 8-11-2020

CALL TO ORDER: Meeting was called to order and conducted by Board President J. Bolon.

MEMBERS IN ATTENDANCE: J Bolon, K. Riley, C. Hogue, C. Coulter, S. Meyers and D. Maw.

Annual meeting was held in the clubhouse. Early voting started at 6 pm. There were 18 early voters. The President called the meeting in order and the first order of business was electing the new board directors. Scott Meyer introduced the 5 candidates and each candidate gave a brief bio. Jim Bolon then reviewed the procedures for floor nominations and opened the floor for nominations. With no floor nominations, Scott Meyer and Nancy Bolon collected and counted the ballots. The new board directors are Johnny Carr, Chad Hogue, Monica Ordone and Casey Switzer.

Financials: Report submitted by Board Treasurer C. Coulter.

- Treasurer reviewed last year's major expenditures and this year's budget. (Reports attached)
- Treasurer responded to questions from the floor. (see below)

Year in Review:

- President highlighted events from this past year. (report attached)
- President responded to questions from the floor. (see below)
- President addressed comments about the large pool. He explained that the board was looking in to replastering it however, this needs to be added to Capital Improvements because the costs could be well over \$40,000.
- The President recognized the outgoing board members, John Larese, 17 years; Noel Gilbreath, 11 years and Brad Thompson, 3 years. He also recognized and presented gift cards to non-board member volunteers, Christi King, Cedric King, Julianna Hammett and Kristin McLoughlin.

Notable comments from the floor:

- Questions were asked in regard to capital improvement projects. The President responded that a Capital Improvement Project Committee will be established, and an email will be sent out soliciting volunteers and ideas.
- The stormwater drainage behind Golden Fox was addressed. This will need to be reviewed with the Capital Improvement Projects.
- A question was asked about renting the clubhouse to non-residents for profit. The board will revisit the clubhouse rental policy.
- Common area landscaping was addressed by a resident, specifically the upper median on Brochardt. Daniel Maw, the lead on landscaping, will take this for action.

- Questions were asked about stump grinding and the type of replacement trees that will be used. Danial Maw is waiting on a quote from Cortese Trees for stump grinding; Cortese has also submitted 4 types of disease resistant oak trees for consideration. A follow-on question was asked if other trees are in danger of leaf scorch. No trees have been identified with it at this time.

Statistics:

- 30 households signed into the meeting
- 1 proxy vote
- 18 early voters

Fox Run Homeowner Association Annual Report for 2019 – 2020

I. Finance

I. Finance

The HOA Fiscal Year runs from July 1 to June 30. For 2019-2020 we collected \$131,290 in annual dues and past dues from residents and \$2,425 in clubhouse rental fees for a total income of \$133,715. The expenditures for 2019-2020 were \$128,238. Including cash carryover from 2019, we ended the year with a cash balance at the end of June 2020 of \$30,182. We did have a collection of one homeowner that was behind on dues, and with that we now have 100% payment of 2019-2020.

We had an unusual expenditure of \$14,008 in landscaping for the tree work by Cortese Tree Specialists. See Landscaping for further detail.

Summary of expenditures by category:

- 42% - Landscaping - \$55,631
- 16% - Utilities - \$21,269
- 14% - Club House Loan Payoff - \$19,096
- 8% - Pool Maintenance & Cleaning - \$ 10,924
- 6% - Insurance, Pool Licensing, Tax Prep & Rural Metro - \$8,295
- 3% - Clubhouse - \$3,737
- 2% - HOA Christmas Parties - \$3,081
- 2% - Sprinkler Maintenance - \$2,132
- 1% - Electrical (Streetlights) – \$1,005
- 6% - Carryover Increase (from \$22,952 to 30,182) - \$7,230

For the 2020-2021 year we have set aside \$30,000 for capital improvements. We based our budget as the same as last year, with allowances for increases due to Covid-19 throughout the entire year (clubhouse and dues), and extra cleaning at the pool area. We also had several lots that have sold to private parties and this brings our homeowner lots to 369 with only 1 being a non-paying lot of a grandfathered contractor. Allowing for normal expenditures as in recent years and full collection of dues, we project to finish 2020-2021 with a cash balance of \$31,000.

II. Facilities (Club House and Swimming Pools)

Pro Pools provided maintenance, cleaning, winterization and de-winterization of the two swimming pools for this past year. In addition to this regular maintenance and cleaning, we had to replace the two ladders at the big swimming pool. We also had to replace six sockets at other ladder and handrail anchor points. Looking ahead, we are evaluating the condition of the plaster in the big pool and will be getting prices to re-plaster the big pool.

The COVID-19 crisis prevented opening the pools in early May as has been the tradition. The Knox County Health Department (KCHD) requirements to open the swimming pools this year required the HOA to implement several measures including signage, spacing of furniture, and provision of cleaning supplies to clean common surfaces. Excess pool furniture as well as the pool covers were put into storage at Extra Space Storage. These actions delayed the opening of the pools until June 14.

To enhance safety and security at the clubhouse parking lot, we installed two motion sensor flood lights at each of the clubhouse cabanas. We installed similar lights at the pool cabana as well as three Ring floodlight cameras.

New windscreens were installed at both ends of the tennis court this past year.

Due to the COVID-19 crisis, we shut down the clubhouse for resident use from March 25 to June 14. To comply with the KCHD requirements for use of indoor spaces for public gatherings we implemented several measures including limitations of one rental per weekend and professional cleaning of the clubhouse between rentals. The professional cleaning necessitated implementing an additional fee of \$100 to cover the cost the professional cleaning. We contracted with Cleaning Authority, a resident owned business, to perform this work.

III. Landscaping

Garber Grounds provided the landscape maintenance and grass cutting of common HOA areas again this year.

We incurred a significant expense in landscaping to have our trees pruned as well as deal with four Pin Oaks that had leaf scorch disease. This disease is highly contagious and required the cutting down of the four trees. We contracted with Cortese Tree Specialists for this work. Cortese has been contracted to grind the stumps of the four trees that were cut down. Looking ahead, we will have to decide on a leaf scorch resistant tree to plant where the four trees were removed.

Additionally, one of the two trees at our entrance had died. We removed both trees to maintain a symmetrical look and will wait until after the Union Rd expansion to plant replacement trees at the entrance.

IV. Advisory Review Committee

The Advisory Review Committee approved the house plans for 607 Fox Dale as well as 15 other requests for fences, swimming pools, deck modifications, gazebos and greenhouse.

V. Covenant Compliance Committee

The Covenant Committee issued fifteen letters to residents in violation of the covenants.

VI. Community

The children and adult Christmas parties were held on December 14, 2019.

Big Thank You to the following resident volunteers:

Christi King – Fox Run e-mail administrator

Cedric King – E-mail and web site support

Kristin McLoughlin – Clubhouse reservation coordinator

Juliana Hammett – Clubhouse check in coordinator

And last but not least, we wish to acknowledge and thank the following Board Directors for their service and contributions to the HOA:

John Larese – 17 years of service

Noel Gilbreath – 11 years of service

Brad Thompson – 3 years of service

Fox Run 2020 to 2021 Budget														
	Jul 20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	2021 Yearly Budget	2020 Yearly Budget
Deposits 2021-2022 Dues														
Deposits 2020-2021 Dues	100000	20000	8400	400	360		900		600	360	360	1500	132880	132480
Misc Deposits (carryover)													0	0
Clubhouse Fees	400	400		525		400	400	200	200	200	400	500	3625	2375
Total Income	100400	20400	8400	925	360	400	1300	200	800	560	760	2000	136505	135165
Neighborhood Welcoming/Directory							500			0			500	0
Office Supplies		98	194	33	29				200		100		654	354
Insurance/Rural Metro	403								7200				7603	7434
Licenses and Permits						21		680					701	701
Legal & Accounting Fees									160				160	160
													8464	8295
Clubhouse Furniture & Equip	2300		100					200			200		2800	48
Clubhouse Supplies				18	25				183	30	146		402	402
Clubhouse Firepro		300						100					400	703
Clubhouse Repair/Service		500	500	1200	500	500	200	200	200	1000	500	500	5800	2584
Lawn Care Garber	3242	3242	3242	3242	3242	3242	3242	3242	3242	3242	3242	3242	38904	42499
Misc Grounds Maintenance	2800	500	500	500	500	500	500	500	500	500	500		7800	18125
Labor - Pool Cleaning	700	700	700	700									2800	1872
Pool Cleaning (Pro Pools)	1191	1467	961	1123	1422	184		184		183	637	700	8052	8052
Pool Furniture/Equipment						200							200	183
Pool Supplies	200	100	100										400	66
Capital Improvements										30000			30000	0
Sprinklers	258	532	127		602						200	200	1919	1719
													99477	76253
HOA Meetings		338											338	338
HOA Sponsored Event		400			400	3000						0	3800	4052
Misc Check													0	0
													4138	4390
Electric LCUB	1083	1302	1332	1334	2440	200		1316	627	348	296	500	10778	10778
Gas	100			100					50		16	11	277	277
Security	33	100		24	241				150			60	608	608
Telephone/Internet	298	96		148	160	340	11	26	200		200	147	1626	1626
Water First Utility	2000	1218	670	2000	1700	30	34	51	54	57	301	1000	9115	9406
Clubhouse Payment													0	19096
													22404	41791
Total Expenses for Month	14608	10893	8426	10422	11261	8217	4487	6499	12766	35360	6338	6360	135637	131083
Total in Account	\$85,792	\$95,299	\$95,270	\$85,773	\$74,872	\$67,055	\$63,868	\$57,569	\$45,603	\$10,803	\$5,225	\$865		
Carryover from June 2020	\$30,182													
Total Cash in Account	\$115,974	\$125,481	\$125,452	\$115,955	\$105,054	\$97,237	\$94,050	\$87,751	\$75,785	\$40,985	\$35,407	\$31,047		

Fox Run Actuals June 2020 and FY Forecasts															
	Jul 19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	2020 Yearly Budget	2019 Yearly Budget	
Deposits 2020-2021 Dues										360					
Deposits 2019-20 Dues	103880	22530	2980		360		820			360	360		131290	130680	
Misc Deposits (carryover)	23600						650		73			25	0	0	
Clubhouse Fees	400			525			1225			225		50	2425	2400	
Total Income	127880	22530	2980	525	360	0	2695	0	73	945	360	75	133715	133126	
Neighborhood Welcoming/Directory										0			0	782	
Office Supplies		98	194	33	29							139	493	950	
Insurance/Rural Metro	403								7031				7434	6550	
Licenses and Permits						21		680					701	701	
Legal & Accounting Fees									160				160	2000	
													8295	9251	
Clubhouse Furniture & Equip	48							0					48	400	
Clubhouse Supplies				18	25				183	30	146		402	600	
Clubhouse Firepro							610	93					703	127	
Clubhouse Repair/Service		1029	782	773									2584	950	
Lawn Care Garber	3341	3242	3412	3072	3242	3242	6738		6484	3242	3242		39257	36000	
Misc Grounds Maintenance		1653	487	528	292	73	338	746	7340	5800	868	10	18135	2600	
Labor - Pool Cleaning	402	600	354	516									1872	3100	
Pool Cleaning (Pro Pools)	1191	1467	961	1123	1422	184		184		183	637	364	7716	8600	
Pool Furniture/Equipment			30	136		17						938	1121	800	
Pool Supplies	66											149	215	1000	
Capital Improvements													0	7848	
Sprinklers	258	532	127		602							613	2132	2400	
													74185	64425	
HOA Meetings		338											338	200	
HOA Sponsored Event		171				2000			1881		0		4052	3000	
Misc Check													0	350	
													4390	3550	
Electric LCUB	1083	1302	1332	1334	2440	200		1316	627	348	301	695	10978	10586	
Gas	100			100					50		16	33	299	300	
Security	33	100		24	241				150				548	480	
Telephone/Internet	298	96		148	160	340	11	26	200		200		1479	1287	
Water First Utility	909	1218	670	3382	1700	30	34	51	54	57	296	74	8475	11931	
Clubhouse Final Payment	19096												19096	31584	
													40875	56168	
Total Expenses for Month	27228	11846	8349	11187	10153	6107	7731	3096	24160	9660	5706	3015	128238	135126	
Total in Account	\$100,652	\$111,336	\$105,964	\$95,302	\$85,509	\$79,402	\$74,366	\$71,270	\$47,183	\$38,468	\$33,122	\$30,182			

Cell: C5

Comment: \$22952 Carryover from June 2019
\$649 First TN close account

Cell: I5

Comment: Sponsor checks

Cell: N5

Comment: Key Replacement

Cell: D10

Comment: Ink and USB

Cell: E10

Comment: Stamps

Cell: G10

Comment: Avery Labels (5000)

Cell: N10

Comment: Ink, Paper, Envelopes

Cell: G20

Comment: Swiflers for Mop head

Cell: E22

Comment: Pressure Wash \$412 and Window Cleaning \$370

Cell: F22

Comment: Superior Carpet and tile cleaning

Cell: I23

Comment: includes \$200 wood cutting Noel and \$55 for Trent to do a report

Cell: E24

Comment: Sun Electric

Cell: F24

Comment: Sun Electric

Cell: G24

Comment: Griff Horticulture Report

Cell: H24

Comment: Christmas supplies Bolon

Cell: J24

Comment: Scotts Plumbing old bill for pool work in bathrooms authorized by J Larese May 2019 + \$100 Wood cutting by Bolon

Cell: F27

Comment: Scott Meyer Pool Floats and Rope

Cell: H27

Comment: Battery and Antifreeze Larese

Cell: N27

Comment: U Haul Truck Keys Cleaning supplies, Mini Storage first month

Cell: D34

Comment: Gift Cards and Envelopes/Paper

Cell: K34

Comment: Final Christmas Party Payments