

**Charbonneau Green Townhome Association**  
**Board Meeting Minutes**  
**October 15, 2025**

**Board Members Present:** Paul Osborn, Larry Shadle, Dick Frey, Diana Bowman, Tere Bippes

**MINUTES:**

- Minutes will be sent for board approval and will be posted within 2 weeks.

**Treasurer's Report – Dick Frey:**

- Dick reviewed the balance sheet, showing total assets of \$54,358.01 as of September 30, 2025. We are on target to meet current and future anticipated expenses, with strong reserves.

**Architecture-Landscape – Larry Shadle:**

- Larry provided a 2026 Reserve Account Analysis, reviewing both long term (>1 year) and short term (<1 year) funding. The projected 12/31/25 reserve account balance is \$51,852.
- New project costs (estimated) in 2026 include : Concrete \$20.5K and Bark chips or alternate \$18K.
- Irrigation is off (CWC pumps go off 11/1/25)
- Also, Larry provided a review of several landscape follow-ups. Note that there will be no mowing if the ground is considered too wet.
- Landscaping costs (Sierra Northwest) are projected to increase 5% next year, from \$4155/month to \$4363/month.
- Touch-up paint is available in the pool house. There is a chart showing the colors for each building.

**Pool – Kenton Wolfe:** Kenton reviewed the pool status and let everyone know he is ready to “pass the baton” to another person (or persons). If interested, please let him know. In the interim, bids will be sought from pool maintenance companies asap so that costs can be included when establishing next year’s HOA dues. Many thanks to Kenton for all his hard work over the years. His contributions have been enormous, all at no expense to our HOA.

**Welcome Committee Nan Moon & Shirley Chapman:** no report.

**Emergency Preparedness – Sandy Batte:**

- Sandy showed an example of a battery storage organizer, available for about \$19 at Amazon and other locations. IMPORTANT – do not store in a drawer or in ZipLoc bags. Fires can easily start from incorrect storage of batteries.
- UPDATE – FEMA has determined in our area that we should prepare for as long as a 3 month power outage in case of natural or man-made disasters.

**UNFINISHED BUSINESS**

**Winter Holiday Party:**

- There were three options presented for consideration for our Winter Holiday party.
- Leslie Walker reviewed the final two choices for the Clubhouse, both with Kam and Kam Catering:
  - Assorted hors d’oeuvres and desserts in the Fireplace room, \$31/person total. BYOB
  - Dinner buffet including beef tri-tip or salmon, with spinach strawberry salad, potatoes, roasted veggies and rolls, for approximately \$32.50/person plus 18% gratuity and a \$50 delivery fee. With assorted pies for dessert, the cost was \$36. Four individuals volunteered to provide dessert and coffee which would save \$3.50 per person. Also BYOB.
- Paul Osborn presented the menu and costs for dining at Spring Ridge in a private room:
  - Same room and menu as last year, pork loin or chicken with a good tomato sauce, with salad, vegetables, potatoes and rolls for \$25/person total. Like last year, the HOA would provide tickets for the first glass of wine, with additional wine available for \$3 per glass.

- Discussions were open to all attendees, approximately 20 including the 5 board members, and some comments included the desire to mingle and move around which seemed difficult last year. Options were considered and then votes were taken, first for the location, Spring Ridge vs. the Fireplace Room at the Clubhouse. By a show of hands, the Clubhouse was selected.
- Votes for the menu were then held and went to the buffet dinner. Final costs will be announced soon, and it was recommended that the HOA pay the tip and delivery costs.

### **NEW BUSINESS**

- Our calendar year 2026 Budget Planning Process is scheduled for our next meeting in November. Paul commented that, partly due to needing to start paying for pool maintenance, he expects our operating expenses to increase in 2026 the full 4% allowed without a vote of HOA members. He has tried to keep it between 2 – 3% in past years. The contribution to Reserves is required to increase by 6.5%.
- Paul Osborn attended a law forum this month, hosted by the Vial-Fotheringham Law Firm (V-F Law) to assist in understanding HOA legal issues. The attorney at V-F Law who formerly handled our account is no longer with them, so we will be working with another attorney.

Our next CG Board Meeting will be held at the CCC Activity Center, Lewis Room, at 3:00 p.m. on November 19, 2025.

Respectfully Submitted,  
Diana Bowman

On behalf of the Charbonneau Green Board