

Charbonneau Green Townhome Association
Board Meeting Minutes
September 16, 2026

Board Members Present: Paul Osborn, Larry Shadle, Diana Bowman, Anna Edison
Absent: Tere Bippes

Opening – Paul Osborn:

- The meeting was called to order at 3 PM.

Minutes & Website – Diana Bowman:

- Transitioning to website responsibility is much more involved than expected, and minutes are late in posting. I am working to eliminate the delays and efforts to get it done in a timely manner are in progress. Thank you all for your patience.

Treasurer's Report – Paul Osborn for Tere Bippes:

- \$57k in reserves, \$23k checking, \$75,455 total includes prepaid dues, etc.
- Hugo has invoiced \$6915 so far this year. We have \$35k in reserves.

Architecture-Landscape – Larry Shadle:

- Financials today – all accounts are coming in on budget
- Reserve account has designated \$45 for concrete work.
- We plan for new paint jobs every 8 years and bark chips every 4 years,
- Next year is the 5 year anniversary for the review of our reserve account, as required by law.
- Money is set aside for pool roof, bark chips, and maybe we should consider trees, concrete work earlier than currently planned.
- We discussed how will we approach the reserve account review in November.
- Paint – built in every 7 years, and we may push it one year to every 8 years.
- We couldn't do all the concrete work this year, \$80k was estimated vs a \$50k budget.

Welcome Committee:

- Peggy Osborn and Anna Edison greeted our newest resident, Melissa, who lives on Cypress Point.
- We also look forward to greeting a new neighbor, Russell, moving in this month on Del Monte.

Emergency Preparedness – Sandy Batte (prepping for tonight):

- Great shakeout – very successful – 12 years now.
- 60% of residents in Charbonneau Green participated. Average in all of Charbonneau is usually about 15%.
- We went down a little down from last year but we had vacancies and travel.
- Wildfire safety is imperative. Next Wednesday there is a community information day from 3-5 pm in the Charbonneau Clubhouse, with police, fire, and other departments presenting vital preparation information.
- There will be a "passport" to fill out to enter a big raffle.
- Pool house has become unorganized, and Sandy would like Emergency Preparedness items moved from the back room to the front room.
- Toward the end of October we will reorganize. May need one more shelving unit.
- We have a surplus of buckets and will send an email to residents to claim any they would like, after which we will donate most of the remaining buckets to clear space.

Pool Report:

- We received a notice from city for a leak in our pool. Mike Chinn from our Pool Maintenance company said they can check for leaks. There are several ways to do it. Dye – one inlet only a slight amount of water, so we may have a small leak. Will do more testing bubble in system, drain at the bottom of the pool. If they find something, we may have repair costs. We may need people who did the pool deck to do repairs.
- It may be cheaper to just pay the bill for the extra water than pay to get the repairs done temporarily. We are losing 2 inches vs. expected 1 inch of water monthly.
- Chlorine and acid – we've been using almost 1 box each month. We only needed 1 box all season last year. It needs to be checked daily because it is considered a public pool.
- Or – we can install a system that automatically adds chlorine/acid as needed – no price available right now. Another issue is Overflow – we could install a valve that would keep the water from running more than a certain period of time. Again, price is not currently available.
- Most pools that they service are saline / saltwater pools. Maybe we should consider that – proposal being sent for making that change.
- C&S services charged \$9 each for 4 pool keys that they made and bought a bungee cord to make the gate swing close more firmly. In the future, we will make necessary copies.
- The door spring needs to close the gate from 2" out, so C&S bought a bungee cord to temporarily fix the issue.
- Our pool is scheduled to close after this weekend.
- Mike Chinn, C&S Pool Service, said they just discovered that the tap water is higher than allowed in the pool. Tap 8.25 vs allowed 7.2 - 8.8.
- 911 phone at the pool has been confirmed to be operational.

UNFINISHED BUSINESS**Pool Pass Experiment:**

4 issued: Ryan Van den Berg, Dave Massing's daughters Tracy & Jeanne, Diana Bowman S brother & Family, Tom & Patti Moore's Family.

HOA Insurance – still considering, Paul still trying to pursue

NEW BUSINESS

Paul will attend VF – Law Seminar on Saturday, October 24th, \$50. Diana proposed we approve the expenditure, Anna seconded, and it was approved unanimously.

Our next CG Board Meeting is at the CCC Activity Center, Lewis Room, at 3:00 p.m. on October 21, 2026.

Respectfully Submitted,
Diana Bowman
On behalf of the Charbonneau Green Board

**ARCHITECTURE/LANDSCAPE COMMITTEE COMMENTS
SEPTEMBER 16, 2026**

ARCHITECTURE/LANDSCAPE COMMITTEE COMMENTS

No Architecture/Landscape Committee meetings were held in August or September
No new homeowner Architecture or Landscape requests
No major projects for the remainder of the year
All A/L accounts (irrigation repairs, improvements, contract, water) will come in on budget
Concrete work is coming week of 9/14
Note that red landscape flags have been placed in the pool house. If you have an irrigation problem, dead bush etc., something that needs landscaper work, please flag it and send photo to someone on the A/L Committee.

RESERVE ACCOUNT SUMMARY

8/31/26 Balance	\$57,112
Sep-Dec 2026 Contribution	+\$20,068
Estimated Remaining 2026 Expenses	-\$45,000 (primarily concrete)
Estimated 2026 Finish	\$32,180
Recommended Yearend Finish per Plan	\$35,148

Despite big spends (barkchips, concrete), we are in good shape.
No huge projects are in the plan for 2027 and it will build at about \$5,200 per month.

IMPORTANT ANNOUNCEMENT REGARDING THE RESERVE ACCOUNT

We are required to have a review of the HOA Reserve Plan in 2027 and your Board needs homeowner input. We would like volunteers to come forward with suggestions for how we allocate our reserve funds and develop a plan that we can submit to the CPA firm that provides guidance. It is a requirement by the state that we have a compliant plan.

The reserve account provides funding for pool improvements, parking areas, barkchips, paint, concrete, etc. If you can join the task force, please come the October Board Meeting (10/21/26) and we can layout the 2027 plan. It will involve number crunching, project priorities, and end up with a meeting with the CPA firm for a review.

Charbonneau Greens Townhome Assoc. - Reserves 2026

Beginning Balance 1/1/2026	\$52,060.49
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Income

<u>Funding of reserves</u> (per budget \$5017/mth)	\$45,153.00
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Interest earned YTD	\$755.52
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Total income (2026)	\$97,968.61
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Less Total Expenses YTD

\$35,755.00

Total in Reserves

\$62,214.04 9/30/26

Expenses

[illegible]