

January 2024 CHOA board Minutes

Randy called the meeting to order at 2:32

Action Items are noted in Red.

Board members present: Randy Hitz, Bob Bush, Karen Siegel, Sandie Maki, Packard Phillips, Mary Fieweger, Shirley Hoem, Robin Schulz Not present: Marilyn Ellwood,

Others present: Steve Chinn, Property Manager, Michelle Bell, property management, Alicia Tomasi, Cheryl, Barnum, Glenn Lancaster, Claude Campbell (via Zoom) Mike Chinn (via Zoom), Michelle Bell (via Zoom), Steve Chinn (via zoom)

The draft of the November minutes were approved as submitted.

Open Forum – Glenn Lancaster from the CCC board speaking on Tolling. Discussion regarding petition for change to Oregon Constitution with regard to tolling. Steve has info from Tualatin Podcast info and will send out the information on how to access the podcast.

Treasurer's Report –Sandie Maki – see below. Also – working through if we need to pay taxes on the interest income. Sandie is checking with our CPA on what changes may be needed. This is in reserves right now.

President's Report - see below

Property manager report – See below. **Steve will provide a count on the CHOA log and how many are open each month**

Discussion regarding winter lake areas on the golf course. **Mary will ask homeowner to contact Steve.**

- Committee Updates

- Pools/Bathrooms- Packard – A and B Fences are started.
- Rec Hall C- Packard – Looks Great – no worries.
- Landscape- - Karen – See below
 - 9 trees are being taken down from disease/bugs. These are not CHOA trees. The City will be removing the 9 trees along French prairie. They are each marked with a ribbon.
- Welcome- Mary – Meeting folks as they move in. Meet and Greet – monthly meeting – are going well. If you know a new resident, ask them to come to a meet and greet at CCC activity center, fireplace room. Discussion regarding summer party and staff meeting. **Mary to come back with plans for 2024 at the next board meeting.**
- Neighborhood Watch—Shirley – See below
- Emergency Preparedness—Marilyn – See below
- Architecture committee—Bob – **Will have an A neighborhood meeting in Rec Hall C so homeowner. Get the quote for painting for 5 year cycle**
- Bylaws updates
 - By-laws were changed by CCC. Sandie updated ours to match. Changes are housekeeping changes. **Randy will schedule a special meeting and sent a post regarding the changes. This will require Notice (15 days)**
 - Vote to approve substantive changes to the by-laws. There are some grammatical changes left to made. Board approved unanimously.

- Solar panel discussion – **Second option – a post that says there are CHOA homeowners that have solar panels and provide their thoughts and suggestions.**

Meeting adjourned at 3:54

President's Report

January 2024

- Wrote a board response to Steve and Mike's annual self-assessment and completed follow up discussions with them.
- Worked with Sandie, Bob, and Steve to update the Bylaws and start the process for change.
- Began effort to have CHOA take control of our Dropbox account. Sandie is completing the arrangements with Dropbox. It will go under the C+C business name and then via the treasurer.
Action item – finish up – Steve/Mike
- Worked with Steve and Nyssa Walsh to update the website.
- Posted several messages on the website.
- We still need a communications person.

Property Manager Report January 2024

Projects Completed Projects Pending

System for logging all CHOA calls/requests. Michele has a log started and we will try to have all calls starting January 1st logged.

Dropbox. Pending set-up of a new Dropbox account.

Assisted with editing of the bylaws. Completed.

Insurance claim. State Farm has an adjuster handling the claim. Oregon Restoration is handling the mitigation, tear out and rebuild for us.

Worked with Nyssa to update website. Part of the website content has been updated. We have found more outdated items, especially Disaster Prep. I will be contacting Nyssa to begin this process.

Scope of work for painting. The Architectural Committee and I met, and Bob has a proposal for the board.

Bylaws update. Completed.

Pool signage. We will decide by April.

Replace broken blind on sliding glass door. The sliding glass door blinds will be replaced Wed January 3rd.

Replace E pool fence. E pool is completed, and it looks great.

Weather stripping on double door. Determining the best way. Pending.

Request log

Treasurer's report – Sandie Maki

2023 is now closed out. A lot was accomplished this year, both needed repairs and some enhancements.

- Completed Siding both outside and inside for the Rec Hall
- Resurfaced Decking on Pools F/G and C
- Restored Rec Hall Furniture instead of buying new furniture
- Bought some new furniture and Umbrellas for all the Pools
- New Fence around Pool E (Winchester)
- Zoom Speaker
- New shades for Rec Hall Sliding Doors
- And then the necessary repairs to irrigation, pool pump replacements and the very expensive broken pipe/sewer replacement by pool B
- Our Bad Debt was collected. The money collected was then transferred to Reserves.

We ended the year with a balance in the Operating budget of \$243.99. Thus not needing to transfer any funds to Reserves at year end.

We had to place a lien at year end on one of our past dues as is required by our CC&R's.

We rolled a \$127,000 TCD Dec 26th to a \$132,000 TCD by using some of its earned interest. (The fed indicated that up to three interest rate cuts could be possible sometime in 2024.)

The board has a list of all our TCD's in order of Maturity Dates. This list will become important when we begin painting "A" Neighborhood. We will need to cash one in to cover the down payments and overall painting costs. This will be a board decision.

LANDSCAPE COMMITTEE REPORT – JANUARY 2024 Karen Siegel

Garron Landscape crews are returning from their winter break this week.

Tulips were planted in November for a spring bloom.

Regularly scheduled work may be affected by the intense rain/weather that is expected to occur this week. The crews will do leaf cleanup, weather permitting. The remainder of this month, they will be doing the winter pruning, to remove dead wood and contain growth where needed. Turf fertilization will begin in February and moss treatment the end of the month or early March.

I will be meeting with Ty this month to discuss proposals for new projects and to address requests from residents.

Neighborhood Watch Update January 10 CHOA Shirley Hoem

My goal is to have first meeting with watch leads in March after I return from vacation. It was exciting to see a big article in The Villager this month as Neil is a great addition and help for Neighborhood Watch.

I have secured a few leaders and welcome any suggestions from the board.

Action item: Draft a post and Randy will get it posted. Map of current persons and what is required for this activity.

Emergency Preparedness January 10, 2024 CHOA Board Report Marilyn Ellwood

I am currently working on updating the Emergency Preparedness information on the CHOA website.

I am continuing my participation in the Charbonneau Emergency Preparedness and Public Safety Committee.

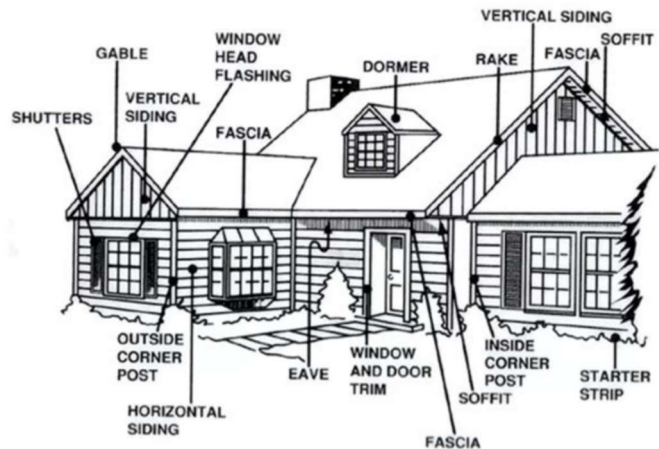
Architectural Committee Report for January 2024 – Final

Year-end had few requests for changes. All have been approved. There are only a few projects that are continuing through the winter months. The rest of the report is regarding painting of the homes over the next 6 years.

To the right is an example home showing the different trim boards

Painting will start again this year following the schedule noted in November. Here is that schedule again.

Paint schedule	Last painted	Years Gap	# of homes
A in 2024	2016	8 years	39
B in 2025	2017	8 years	44
C in 2026	2018	8 years	35
E in 2027	2018	9 years	29
F in 2027	2019	8 years	31
G in 2028	2019	9 years	50



Homeowners will have a selection of colors for the body of the home and the trim of the home. The colors will match the colors chosen by the CCC.

As in the past, all parts of the house will be painted, with some exceptions. No window mullions (the small trim between panes of glass) will be painted. Also, Front doors will be painted the color of the house trim or house body. If the homeowner chooses, front doors can be painted by the painters at an additional cost. The homeowner can also paint their own front door.

Included in the painting is one trim color and this will be applied to the window trim, garage door trim, door trim, rake boards, fascia board, gutters and downspouts, slatted light fixtures. The house body, soffits, and garage doors (both car-doors and man-doors) will be painted the body color. Homeowners can choose to have the trim color be the same as the body color.

All of the above is how the painting has been done on the past.

There was discussion regarding the corner boards of the houses. **The proposal from the AR committee** is that the homeowners can decide to paint the inside and outside corner boards the color of the trim, but any added cost is the responsibility of the homeowner. All owners in the multiplex must agree to this. This is a change from the past, where the corner boards were required to be the color of the body of the house. Steve will be working to get a somewhat universal price for this from the painter.

Trellises not included. Brick (walls or Chimneys) are not painted (unless grandfathered in). Wrought Iron Railings and gates are painted (black) if the homeowner wants that.

To put this into a table, here is where we are:
CHOA Painting Options 2024-2028

	Color (Body or Trim)	Included or Extra \$	Comments
Large Areas			
Body of House	Body	Included	
Soffits	Body	Included	
Large Garage doors	Body	Included	
Small Garage doors	Body	Included	
Fences	Body	Included	
Chimneys (if painted)	Body	Included	
Smaller Areas			
Window trim	Trim	Included	
Rake (Barge) board	Trim	Included	
Fascia boards	Trim	Included	
Gutters	Trim	Included	
Downspouts	Trim	Included	
Light Fixtures	Trim	Included	Homeowners can opt out
Corner Trim boards	Body	Included	
Optional	Trim	Extra \$	New option for homeowners
Front Door	B or T	Included	
Optional	Special Color	Extra \$	
Wrought Iron Rails/Gates	Black	Included	Homeowners can opt out

Note - Trim color may be the same color as the Body

It is noted that all homeowners in a multiplex must agree to the same color scheme. If they cannot agree, the AR committee will make the choices from colors that none of the homeowners chose. This is to strongly suggest that the homeowners work this out on their own. It is noted that fences are difficult to maintain and homeowners should review their fences and plan accordingly.

Steve has one quote and is working to get additional quotes. The typical process for the painting is a power washing of the houses, then inspection and caulking and finally painting. It is the homeowners' responsibility to have the siding and trim – and fences in good shape (free from rot, etc.), ready to receive the paint.

As before, there will be a form for the homeowners to fill out. We are working on a process whereby the painter and the homeowner can double check the paint colors before painting begins.

Solar panel discussion

Solar Panels: We now have a number of CHOA houses with Solar panels. I think it may be worth providing more information to CHOA members about solar Panels. The question is how to do this and what board involvement do we think is best.

I have this preliminary presentation (attached).

Here are my questions for the board to consider.

1. Do we provide this information to the homeowners via a posting?

2. Instead, do we provide an email address for folks to request CHOA homeowner's perspective on their solar panel projects? Here, I would ask current CHOA solar Panel owners if they would like to provide their thoughts and then provide this to prospective solar panel owners.
3. Do we endorse Solar panels as a positive green solution for CHOA?
4. Do we remain mute on this topic?

Draft Agenda

Wednesday January 10, 2024 at 2:30 p.m. - CHOA Monthly Board Meeting at Rec Hall C and zoom:

Zoom: <https://pdx.zoom.us/j/83910695967>

2:30 - Welcome and Call to Order

- **Note for guest: Please remember this is a board meeting, guests are not to interrupt unless asked to speak by the chairman. If you do have a concern, it is best to put your concern in writing prior to the board meeting so that the board will have time to thoughtfully consider your concern. – Thank You**

**Minutes from Last Meeting Approval -ALL

2:35 Open Forum

Questions from Resident Attendees – 2 minutes maximum per person

Treasurer's Report –Sandie Maki**

President's Report

Property manager report

2:50 Old Business

- Committee Updates
 - Pools/Bathrooms- Packard
 - Rec Hall C- Packard
 - Landscape- - Karen
 - Welcome- Mary
 - Neighborhood Watch—Shirley
 - Emergency Preparedness—Marilyn
 - Architecture committee—Bob

3:40 New Business

- Bylaws updates
- Annual Meeting date

Executive Session (as needed) – Need to vote to move to executive meeting

** No need to approve by vote monthly minutes or treasurers report