

March 24, 2026

Executive session started at 6:30PM

Community session started at 7:00 PM

Meet closed at: 7:35PM

Board Members in attendance: Michael Jordan, Bill Anderson, David Walley, Becky Walley
Mike Middleton

Residents in attendance: Alex White, John Kalb, and Peter Ubbelohde.

Overview

This meeting was a regular HOA board session focused on financial updates, project progress (shed/pavilion rebuild, pool, landscaping, courts), procurement needs after a fire, and planning for upcoming events. The session included troubleshooting technical issues, reviewing budgets, discussing procurement, and making decisions on reserve allocations and equipment purchases.

Agenda Highlights

- Pavilion and shed rebuild status
- Treasurer's report and financial health
- Reserve budget revision and approval
- Procurement planning for fire-lost items
- Project updates: pool, landscaping, courts
- Planning for the Easter Egg Hunt and other events

Financial Report

Dues & Income

- **Dues collected:** \$76,968 from 96 of 99 members

Expenses

- **Total expenses (Jan–Mar):** \$52,210
 - February: \$29,398
 - March: \$2,410 (to date)
- **Shed project spend to date:** \$48,589
- **Dam maintenance (GEI Consultants):** \$875 (recently paid)

Budget Status

- **Operating budget:** All categories in positive variance; \$93,000 under budget for expenses
- **Reserve budget:** \$110,150 approved in Jan 2026; actual spend to date \$2,787; positive variance of \$107,362
- **Negative variances:** Lake/dam (\$550 over), irrigation (\$166 over)
- **Revised reserve budget proposal based on 2026 Updated Reserve Component Study** : \$132,375 (approved unanimously)

Profit & Loss

- **Jan–Feb ordinary income:** \$58,792
- **Net income (Jan–Feb):** \$56,880
- **Feb only net income:** \$29,837

Project Updates

Shed & Pavilion Rebuild

- **Status:** All contracts signed, down payments made, final plans submitted, awaiting county approval.
- **Construction:** D&M Electric and Veterans Choice teamed up for work; final approval expected soon.
- **Coating:** Board must decide on floor coating color (ADA-compliant, non-slip).
- **Electrical:** Need to finalize purchase of fans/lights soon; Jerry Karson submitted a detailed proposal (may exceed budget).
 - Discussion about choosing practical, durable, cost-effective options (e.g., LED lights, playground-grade metal picnic tables).
- **Timeline:** Target completion by May 16 to allow for inspection and opening before summer events.

Pool

- **Millennium Pools:** Mike Jordan and Bill Anderson met the Millenium folks today. They will start work mid-April, to set up the new chlorine system and prepare for opening.
- **Pool cover cart:** Millenium Pools offered to provide a cart for our use for the pool cover.

Landscaping & Irrigation

- **Landscaping:** Began ahead of schedule at the front entrance and pool driveway due to good weather.

- **Irrigation:** Awaiting response from Commonwealth for system activation; keys needed for front building access.

Lake & Dam

- **Restocking:** Contract signed for fish restocking. Planned date is April 17 (weather permitting); \$1,900 for bass, bluegill, minnows.
- **Operating certificate:** Application nearly complete; expected to receive a 5-year certificate soon (project ongoing for 6–7 years).

Courts (Tennis/Pickleball/Basketball)

- **Crack repair:** Nearly complete; need more materials to finish.
- **Resurfacing:** Plan to recoat entire North Court for multi-use (including half-court basketball); process to take a few days once started.
- **Nets:** Discussion on portable (rollaway) vs. installed nets; consensus to purchase portable nets for flexibility and immediate use.
- **Equipment:** Pressure washer and disk washer available for cleaning courts.
- **Painting lines:** Ready to proceed once weather permits and crack repairs are finished.
- **Mike Middleton and Alex White** to work on new pickleball net(s) and north court renovations. Seeking estimates for new nets.

Procurement & Fire Recovery

Lost Items Buy List

- **Total items lost:** 87 (valued at \$16,566)
- **Priority purchases:** 26 items needed soon (shelving, grills, pool vacuum, storage cabinets, tool bags, pool cover cart, etc.)
- **Committee:** To be formed to vet and prioritize purchases.
- **Member contributions:** Some members offered to donate or lend items (e.g., LP tanks, serving tools).

Event & Community Planning

Easter Egg Hunt

- **Date:** Moved from April 5 to April 4 to avoid Easter Sunday.
- **Budget:** \$200 approved for decorations, food, eggs, and supplies (all lost in fire).
- **Support:** Tamara Ubbelohde assisting with prep;
- Coffee urn to be borrowed.

Future Meetings

- **Meeting schedule:** Discussion about moving to quarterly meetings after April.
- **Next meeting:** April 28; update expected on procurement and project progress.

Action Items & Decisions

- **Reserve budget revision:** Approved new proposed budget (\$132,003).
- **Committee formation:** For procurement of fire-lost items.
- **Shed/pavilion equipment:** Board to finalize lighting/fan purchases by early April.
- **Pool prep:** Walk-through and equipment setup scheduled.
- **Court nets:** Mike Middleton to coordinate with Alex White on selection and purchase.
- **Easter event budget:** \$200 authorized for supplies.
- **Coating color:** To be selected soon (suggestion: medium shade, not too dark/light).
- **Lost items:** Committee needed to vet and acquire priority replacements.

Pavilion fans/lighting, etc.

- Slab coating color - Mike Jordan to coordinate selection soonest.
- Fans/Lighting Selection - Volunteers needed to assist with deadline of 15 April.

Closing

- Meeting adjourned after confirming all agenda items were addressed.
- Next steps include procurement, project monitoring, and continued financial oversight.
- Thanks expressed to all participants; next meeting set for April 28.

Next Board Meeting

Board of Directors' Meeting
April 28, 2026
Executive Session – 6:30 PM
Open Session – 7:00 PM
Zoom Meeting

≡CHANCELLOR WEST≡ HOMEOWNERS ASSOCIATION

Board of Directors' Meeting

24 March 2026

Executive Session

Agenda

- **Treasurer's Report & 2026 Budget**
- **Pavilion & Shed Rebuilding**
- **Pool Operations**
- **Landscape Issues**
- **Lake Actions**
- **Projects & Discussions**
- **Planning Calendar**

- **Member Questions & Comments**

Treasurer's Report

Meeting Date: March 24, 2026

For The Period: Feb 25, 2026 to Mar 23, 2026

David Walley

Highlights as of 3/24/2026

- HOA Dues collected \$76,968.00 from 96 members.
- Dues pending from 3 members.
- Expenses for period: \$52,210.67
 - Jan 26: \$22812.54 Feb 26: \$29398.13 Mar 26: \$2410.67
- Pavilion Shed Project Total: \$48,589.00
- Dam Maintenance
 - Conditional Operation & Maintenance Certificate Assistance
 - GEI Consultants: \$875.12
- Revising 2026 Reserve Budget based on revised reserve study.

Income 1/1/2026-3/23/2026

February 28, 2026 ■ Page 2 of 7



Income	Jan 26
Interest	\$1.13
Assessment Payments	\$28,280.00
Income	Feb 26
Interest	\$1.02
Assessment Payments	\$32,220
Income (thru 23 Mar)	Mar 26
Interest	\$0.00
Assessment Payments	\$16,468

Summary of accounts

Checking and Savings

Account	Page	Account number	Ending balance last statement	Ending balance this statement
INITIATE BUSINESS CHECKING SM (Your primary account)	2	6709262973	21,552.39	24,374.26
BUSINESS MARKET RATE SAVINGS	5	1585285537	133,386.65	133,387.67
Total deposit accounts			\$154,939.04	\$157,761.93

	Feb 26 Register	2/28/2026 Statement
Previous Balance	\$21,552.39	\$21,552.39
Income	\$32,220.00	\$32,220.00
Expenditures	\$29,398.13	\$29,398.13
New Balance	\$24,374.26	\$24,374.26

12:29 AM

Chancellor West Homeowners' Association Inc

Profit & Loss

January through February 2026

03/06/26

Cash Basis

	Jan - Feb 26
Ordinary Income/Expense	
Income	
4010 · Membership Dues & Fees	60,500.00
4100 · Interest Income	2.15
Total Income	60,502.15
Expense	
6060 · Dues and Subscriptions	25.00
6150 · Office / Petty Cash Expenses	22.05
6170 · Professional Fees	833.50
6190 · Lawn Maintenance / Landscaping	488.75
6230 · Telephone / Internet	168.00
6240 · Utilities-Elect-Septic-Trash	172.25
Total Expense	1,709.55
Net Ordinary Income	58,792.60
Other Income/Expense	
Other Expense	
7000 · Reserve Component Expenses	
7045 · Equipment	21.04
7096 · Irrigation System	316.20
7097 · Lake & Dam	1,574.88
Total 7000 · Reserve Component Expenses	1,912.12
Total Other Expense	1,912.12
Net Other Income	-1,912.12
Net Income	56,880.48

12:28 AM

Chancellor West Homeowners' Association Inc

Profit & Loss

February 2026

03/06/26

Cash Basis

	Feb 26
Ordinary Income/Expense	
Income	
4010 · Membership Dues & Fees	32,220.00
4100 · Interest Income	1.02
Total Income	32,221.02
Expense	
6170 · Professional Fees	588.50
6230 · Telephone / Internet	84.00
6240 · Utilities-Elect-Septic-Trash	136.25
Total Expense	808.75
Net Ordinary Income	31,412.27
Other Income/Expense	
Other Expense	
7000 · Reserve Component Expenses	
7097 · Lake & Dam	1,574.88
Total 7000 · Reserve Component Expenses	1,574.88
Total Other Expense	1,574.88
Net Other Income	-1,574.88
Net Income	29,837.39

Income 1/1/2026 – 3/23/2026

	Actual Jan 26	Actual Feb 26	Actual Mar 26	Actual April 26	Actual May 26	Actual June 26	Actual July 26	Actual Aug 26	Actual Sept 26	Actual Oct 26	Actual Nov 26	Actual Dec 26	Total Actual 26
4010 Assessments & Fees	\$28,280.00	\$32,220.00	\$16,468.00										\$76,968.00
4020,4100,41 10,4150 Other	1.13	1.02											\$2.15
Income Total	\$28,281.13	\$32,221.02	\$16,468.00										\$76,970.15

*1 \$808 payment received in Dec 2025 being counted as Jan 2026 income: Makes \$808+\$27,472 = \$28,280 as the Jan 26 Income total.

Operating Budget 1/1/2026-3/23/2026

Operating Budget							
Account #	Actual Jan 26	Actual Feb 26	Actual Mar 26	Actual April 26	2026 Actual Total to Date	2026 Budget	Variance
1690 Construction in Progress Pavilion/Shed	\$21,574.50	\$27,014.50			\$48,589.00	\$102,500	\$53,911.00
6060 Dues & Subscriptions	\$25.00				\$25.00	\$200.00	\$175.00
6100 Insurance					\$0.00	\$3,000.00	\$3,000.00
6130 Repairs & Maintenance					\$0.00	\$1,800.00	\$1,800.00
6140 Payroll					\$0.00	\$1,500.00	\$1,500.00
6150 Office / Petty Cash Expenses	\$22.05		\$137.14		\$159.19	\$200.00	\$40.81
6160 Payroll Taxes					\$0.00	\$0.00	\$0.00
6170 Professional Fees	\$245.00	\$588.50	\$1,070.00		\$1,903.50	\$6,000.00	\$4,096.50
6190 Lawn Maint / Landscaping	\$488.75				\$488.75	\$12,000.00	\$11,511.25
6200 Pool Maint					\$0.00	\$13,905.00	\$13,905.00
6220 Travel (Veh Gas)					\$0.00	\$0.00	\$0.00
6230 Telephone / Internet	\$84.00	\$84.00	\$84.00		\$252.00	\$1,000.00	\$748.00
6240 Utilities	\$36.00	\$136.25	\$244.41	\$49.58	\$466.24	\$2,600.00	\$2,133.76
6290 HOA Events (Social)					\$0.00	\$500.00	\$500.00
6310 Bad Debt					\$0.00	\$0.00	\$0.00
6210 Taxes & Licenses					\$0.00	\$375.00	\$375.00
6180 Penalties and Violations					\$0.00	\$0.00	\$0.00
Operating Total	\$22,475.30	\$27,823.25	\$1,535.55	\$49.58	\$51,883.68	\$145,580.00	\$93,696.32

Reserve Budget 1/1/2026 to 3/23/2026

Reserve Budget Expenses							
Account #	Actual Jan 26	Actual Feb 26	Actual Mar 26	Actual April 26	2026 Actual Total to Date	Budget 2026	Variance
7010 Tot Lot					\$0.00		\$0.00
7020 Tennis Courts, Fencing, Lighting					\$0.00	\$1,000.00	\$1,000.00
7030 Buildings					\$0.00	\$93,500.00	\$93,500.00
7040 Main & Baby Pools					\$0.00		\$0.00
7050 Pump Room Mechanical					\$0.00	\$3,600.00	\$3,600.00
7060 Pool Furniture					\$0.00	\$5,000.00	\$5,000.00
7070 Fencing: Pool Vinyl & Chain Link					\$0.00	\$3,000.00	\$3,000.00
7075 Fencing: Parking Lot					\$0.00		\$0.00
7080 Asphalt Parking Lot					\$0.00		\$0.00
7090 Concrete Walks, Slabs, & Pool Deck					\$0.00		\$0.00
7095 Entrance Walls, Vinyl Fence, Lighting					\$0.00	\$1,000.00	\$1,000.00
7096 Irrigation System	\$316.20				\$316.20	\$150.00	\$166.20
7097 Lake & Dam		\$1,574.88	\$875.12		\$2,450.00	\$1,900.00	\$550.00
7045 Equipment	\$21.04				\$21.04	\$1,000.00	\$978.96
Reserve Total	\$337.24	\$1,574.88	\$875.12	\$0.00	\$2,787.24	\$110,150.00	\$107,362.76

2026 Reserve Expenses

Reserve Budget						
Account #	Budget 25	Actual 25	Budget 26		Proposed 2026	Notes
7010 Tot Lot	200	78.83	0		0	
7020 Tennis Courts, Fencing, Lighting	2,000	0	1,000		10,700	\$6,200 N Ct Refurb, \$3,300 Nets, \$1,200 Light
7030 Buildings	0	0	93,500		102,375	Pavilion, Shed, Cement, Coating, All Electrical
7040 Main & Baby Pools	0	0	0		0	
7050 Pump Room Mechanical	1,500	0	3600		3,600	Water System, Chlorinators
7060 Pool Furniture	500	0	5,000		6,000	\$5,000 Picnic Tables (10), \$1,000 Umbrella Replace
7070 Fencing: Pool & Lot Vinyl, Chain Link	0	0	3,000		1,000	Repair / Replace Two Pool Vinyl Fence Posts
7075 Fencing: Parking Lot	0	0	0		0	
7080 Asphalt Parking Lot	0	0	0		0	
7090 Concrete Walks, Slabs, & Pool Deck	0	0	0		0	
7095 Entrance Walls, Fence, Lighting	0	0	1,000		1000	Front Entrance Bldg. Windows and Soffit / Fascia
7096 Irrigation System	1,000	448	150		150	
7097 Lake & Dam	5,000	3,750	1,900		4,650	\$2,750 Engineering / Certif, \$1900 Fish Restock
7045 Equipment	0	847.43	1,000		2,900	Buy List Items from the Fire
Reserve Total	10,200	5,125.06	110,150		132,375	

Annual Meeting

2026 HOA Budget Preparation

- **July BOD meeting: Reserve Component update discussion.**
- **Aug BOD meeting:**
 - **Initial projected 2026 Operating Costs, rationale, discussion.**
 - **FY25 Reserve Component Study Update discussion.**
- **Sept BOD meeting: Operating & Reserve Budgets update.**
- **Oct BOD meeting: 2026 Budget approval.**
- **1 Nov: Call for Candidates.**
- **Nov BOD meeting: Approval of all Annual Mailing documents (Annual Meeting Notice, Election Ballot, Treasurer's Letter, President's Letter, Budgets).**
- **1 Dec: Annual Mailing.**
- **Sun 11 Jan: Annual Meeting.**

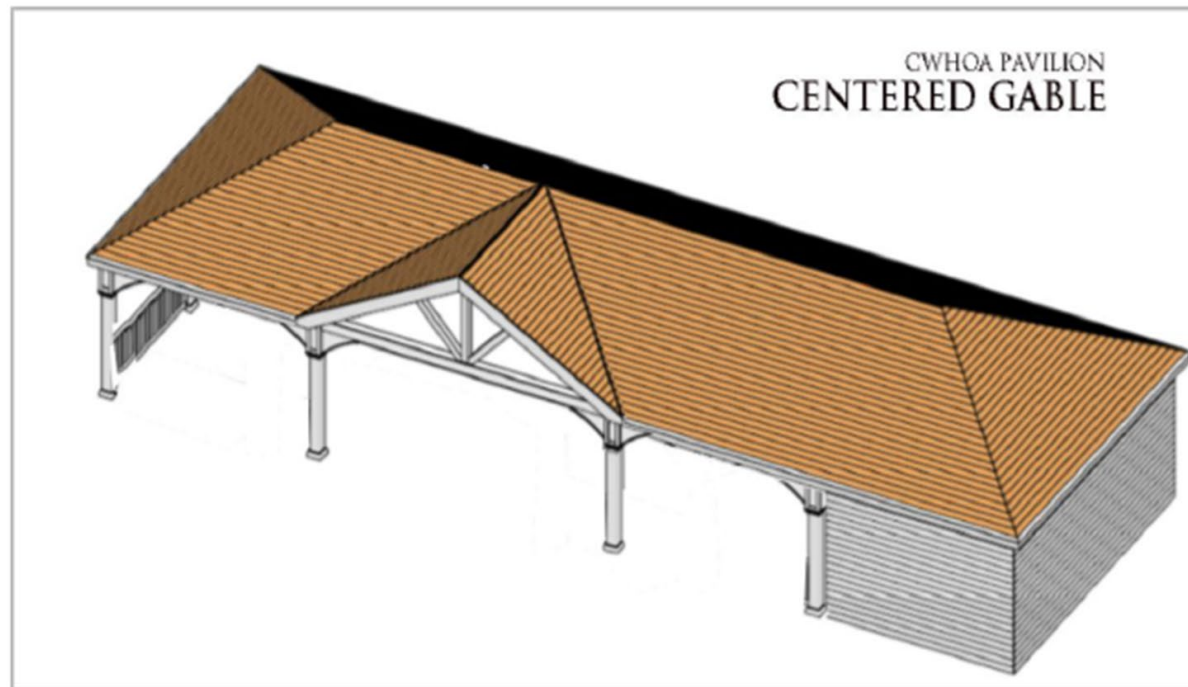
2026 Buy list for items lost in fire

- Entire list encompasses 87 Items, \$16,566 value
- 26 Items needed sooner than later. \$2902.
 - Shelving
 - Grill, tools & LPG tank
 - Serving tools
 - Ice Chest
 - Storage Cabinets
 - Tool Box
 - Pool Vacuum
 - Pool Cleaning Cart
 - Shelving
 - Pool Cover cart
 - Portable table
- Need to plan procurements.

Item # (Replacemnt Cost List)	Description	Qty	Total Replacement Cost	Needed soon
	Flat-Bed Cart for Pool Cover Movement & Storage	1	250 *	
4	NEXGRILL, 5-Burner w/ Side Burner	1	549 *	
	BBQ Tools	1 Set	25 *	
5	20 lb Propane Tank, Flame King	2	124 *	
11	Fire Etinguisher, First Alert 103997	1	40 *	
	Fire Extinguisher Sign	1	7 *	
12	4-Tier Wire Shelving, 45"	1	80 *	
13	Portable Table, 6', Poly	1	79 *	
17	Pool Cleaning Cart, Gorilla, 49"	1	191 *	
19	Pool Vacuum Head, Weighted, Wheeled	1	38 *	
21	Pool Vacuum Hose Fittings, Set	1	9 *	
22	Portable Digital Scale	1	17 *	
28	2 Door, Poly Storage Cabinet, 80"	1	370 *	
29	Tool Box w/Tools	1	55 *	
32	Ice Chest, 30 Gal, Igloo	1	101 *	
33	Poly Storage Bins, w/ Latch Lids, 72 Ct	4	65 *	
37	Cleaning Supplies		33 *	
39	Garbage Can, 32 Gal	1	20 *	
40	Poly Trash Can	1	188 *	
41	Trash Can Liners, 40 Gal	Box	31 *	
42	Trash Bags, 13 gal, Drawwstring	Box	11 *	
	Assorted Holiday Decorations - Cardboard / Paper: Banners, Fans, Swirls, Pennants, Pom Poms; Table Decorations, Glass Jars, Small U.S. Flags	Varies	46 *	
43	Assorted Vinyl Table Cloths, Flannel, Stretch & Flat w/ Table Clamps	Varies	194 *	
44	Picnic Items: Napkins, Salt/Pepper Dispensers, Plastic Utensils, Paper Cups, S/M/L Paper Plates, Plastic Cups, Sterno, Disposable chafing Dishes, Serving Tools	Varies	80 *	
45	Broom & Dustpan Set	1	14 *	
47	Wire Wall Shelving 48"	12	285 *	
68				
	Yellow Highlighted		2,902	

≡ CHANCELLOR WEST ≡ HOMEOWNERS ASSOCIATION

Pavilion and Shed Rebuilding Update



Rebuild Update

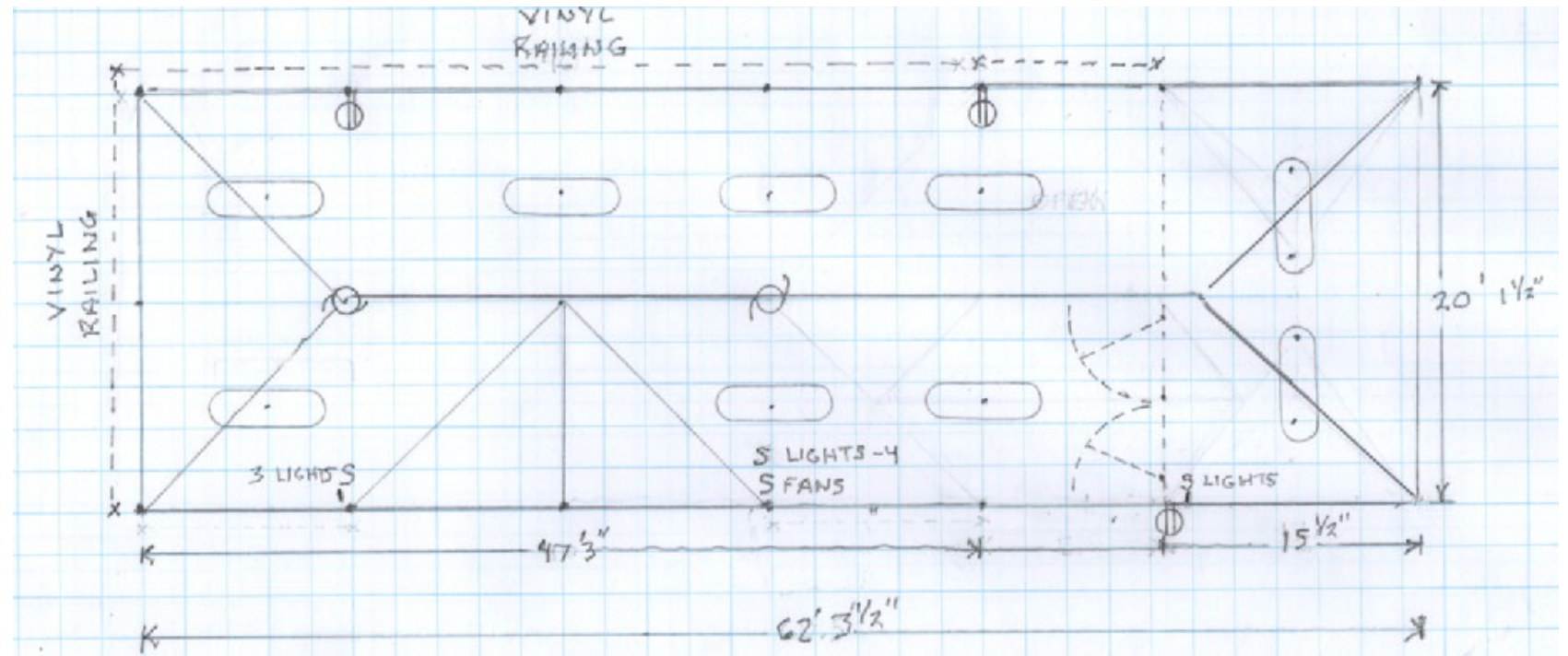
- **Contracts signed and downpayments made:**
 - **Veterans Choice (\$43,149)**
D&M Electrical Services, Inc. (subcontractor to Veterans Choice)
 - **Coatings Central (\$5,440)**
- **Awaiting county final approval of building plans.**
 - **County requiring truss drawings to have an engineer approval stamp; new drawings obtained and resubmitted.**
 - **New requirement: Residential Well and Drainfield Affidavit. This is working.**
- **Work to begin as soon as approval received.**
- **Goal is to have all work completed by 16 May.**
- **BOD to decide cement slab coating color and return booklet.**
- **Fans & lighting recommendations received; BOD to decide and purchase**

Pavilion:

- Wiring and install of 3-light fixtures and 1-switch
- Wiring and install of 4-light fixtures and 1-switch
- Wiring and install of 2-ceiling fans and 1-switch
- Wiring and install 2-post mounted receptacles
- Replace 1-pool light junction box

Shed:

- Wiring and install of 2-light fixtures and 1-switch
- Wiring and install of 1-outside receptacle



Fans & Lighting

Item / Description	Qty	SKU / Model	Best Source	Unit Price	Ext. Price
Quorum Spree 84" DC Fan — Matte Black (UL Damp, 31W/High, 6-Speed Wall Control)	2	35846-59	QuorumHome.com (direct)	\$480.80	\$961.60
Quorum Spree 84" DC Fan — Brushed Brass (alternate finish)	—	35846-47	QuorumHome.com	\$480.80	—
12-Light Wagon Wheel Chandelier, 37.4", Matte Black, Damp-Rated, E12 base	1	Magic Home MHWW-37-BK	Amazon / Wayfair	\$89.00	\$89.00
Waveform Lighting 95 CRI LED Strip, 2700K, DC 24V (16.4 ft reel, 5.5W/ft)	3	PN 2001 (Centric Home 2700K)	store.waveformlighting.com	\$64.00	\$192.00
Mean Well 24V DC Power Supply, 96W (one per 16 ft reel)	3	LRS-100-24	Amazon / Digi-Key	\$22.00	\$66.00
Aluminum LED Channel w/ Frosted	6	Muzata U102 or equiv.	Amazon	\$18.00	\$108.00



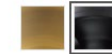
Wagon Wheel Chandelier 12 Light 38" Large Black Farmhouse Chandelier for Dining Room Rustic Country Pendant Light Fixtures Hanging Modern Round Chandeliers for Living Room High Ceilings Foyer Entryway

Visit the MRHYSWD Store
4.5 ★★★★★ (211) | Search this page
Overall Pick
50+ bought in past month
-5% \$121⁷²



\$480.80 ~~\$601.00~~

Select Finish: Matte Black



\$480.80 ~~\$601.00~~ (87 i)

X2

Est Cost (less shed): \$1805

ROM Total HOA Budgeted Cost: \$1,500

2026 POOL OPERATIONS

- Water System turn on March 27
- System Modification and Operational Opening – May 4
- Community Opening - May 23
(Memorial Day Weekend)
- Planned Pool Closing – September 8



Landscape Issues

- Landscape Committee
 - Spring Landscaping began.
 - Irrigation system Winterizing by Commonwealth I & L
 - Recommend Irrigation 2026 quote from Commonwealth Irrigation & Landscape

Lake Actions

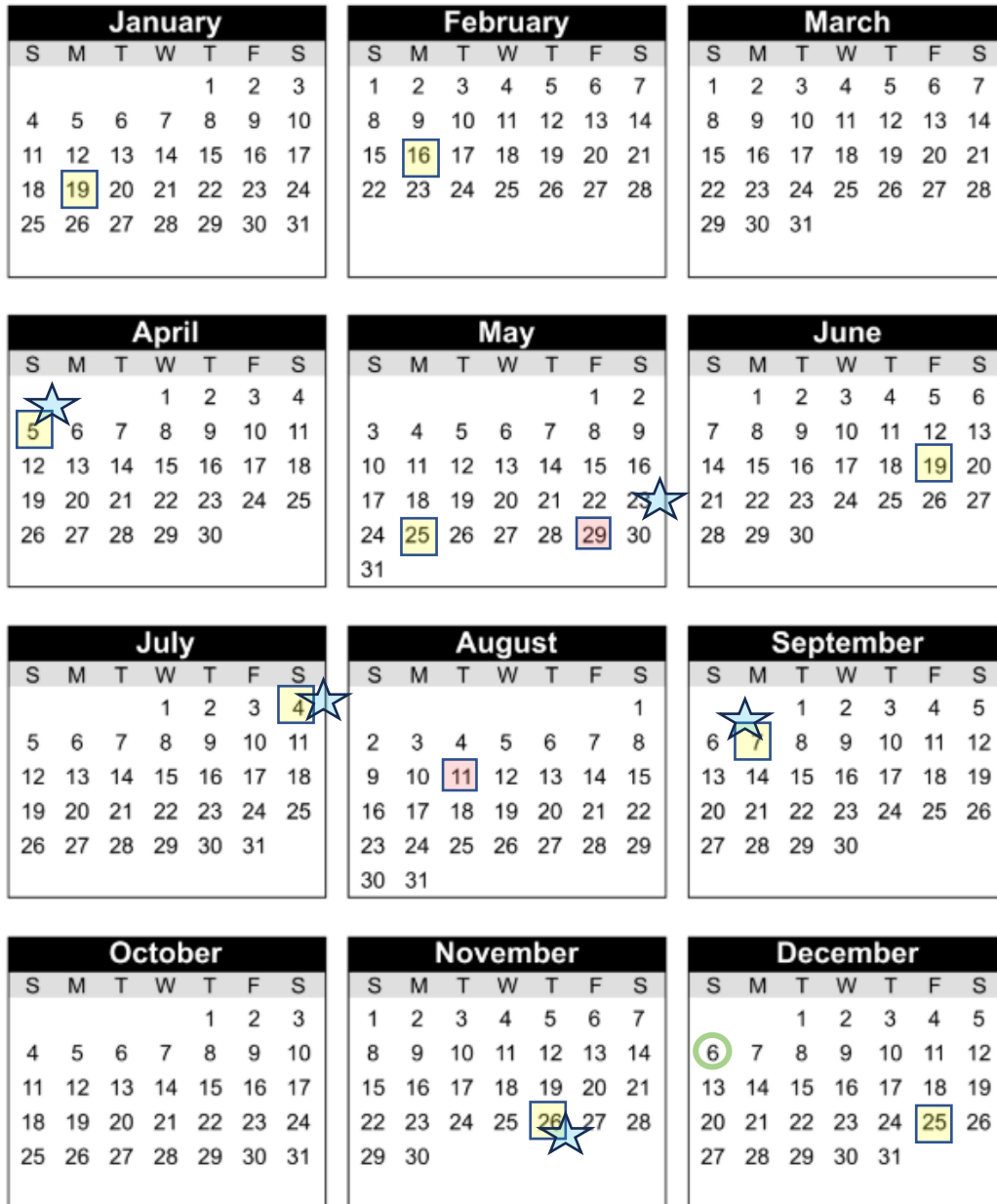


- Lake Restocking Postponed Until Mid-April.
- GEI Engineering Firm to Support Application Process for Formal Operating Certificate.

Other Projects & Discussions

- **North court cleaning & crack repair materials have been purchased**
 - **Crack repairs being worked**
 - **Pickle ball line painting to be done in early 2026**
- **Paint 4-Square lines in parking lot along the Tot Lot side 2026.**
- **Entrance building window replacement and facia repair.**
- **Minor masonry repair of brick wall at pool.**
- **Pool entrance ceiling.**

Proposed CW HOA 2026 Planning Calendar



-  - Holiday
 -  - **Social**
 -  - School
 -  - BOD Mtg
- **9 Jan: Annual Meeting**
 - **5 April: Easter & Easter Egg Hunt**
 - **23 May: Picnic & Pool Opens**
 - **29 May: Last Day of School**
 - **4 July: Independence Day & Picnic**
 - **11 Aug: 1st School Day**
 - **7 Sep: Picnic & Last Swim Day**
 - **31 Oct: Halloween**
 - **1 Nov: Call for Candidates**
 - **26 Nov: Thanksgiving & Turkey Trot**
 - **1 Dec: Annual Mailing**
 - **6 Dec: Front Entrance Decorating**
 - **25 Dec Christmas**
-
- Sun 10 Jan 2027: Annual Meeting**

≡CHANCELLOR WEST≡
HOMEOWNERS ASSOCIATION

Questions and Comments

Next

Board of Directors' Meeting

28 April 2026

Executive Session - 6:30 pm