

Board Meeting Agenda
Carlyon Beach Homeowners Association
Tuesday, March 24, 2026, 6:00PM
CBHA Clubhouse

Call to Order/Flag Salute

Motion to Excuse Absent Members

Motion to Accept Trustee Resignation

Motion to Approve February Board Meeting Minutes

Motion to Approve Committee Minutes

Motion to Ratify Email Vote – 2640 Island Dirt Storage Decision

Committee, Board Member, Management Reports

- President's Report
- Treasurer's Report
- Architecture Report
- Marina Report
- Parks & Rec Report
- Roads and Stormwater Report
- Water and Wastewater Report
- Memorial Garden/Events Report
- Management Report

New Business

Preliminary Budget Analysis

Old Business

Executive Session – (i) Consult with the association's attorney concerning legal matters;(ii) Discuss existing or potential litigation or mediation, arbitration, or administrative proceedings;(iii) Discuss labor or personnel matters;(iv) Discuss contracts, leases, and other commercial transactions to purchase or provide goods or services currently being negotiated, including the review of bids or proposals, if premature general knowledge of those matters would place the association at a disadvantage; or(v) Prevent public knowledge of the matter to be discussed if the board or committee determines that public knowledge would violate the privacy of any person.

Adjournment

**Carlyon Beach Homeowners Association
Minutes of the Board Meeting
Tuesday, February 24, 2026
@ 6:00 PM – CBHA Clubhouse**

Board Members Present: Barbara Quick, Sandra Marsh, David Malaspino, Judy Parry, Vern Jensen

Absent: Dianne Bradford, Chris Williams

Vantage Management: Mike Haskett

Call to Order: Barb called the meeting to order at 6:00 PM.

Flag Salute: The Board led those in attendance to recite the flag salute.

Homeowners in attendance were asked if they had any questions or concerns. A homeowner was concerned about the uptick in marina expenses and asked if the Board would consider selling the marina to an outside entity. The Board agreed to add that to the options for consideration.

Sandy motioned to excuse Dianne and Chris from tonight's meeting. Vern seconded; the motion passed unanimously.

Meeting Minutes: Judy motioned to approve the January Board Meeting minutes without correction. Sandy seconded; the motion passed unanimously.

Judy motioned to approve the presented committee meeting minutes without correction. Sandy seconded; the motion passed unanimously.

Committee Reports:

President's Report: Barb had nothing to report at this time.

Treasurer's Report: With Dianne absent there was nothing to report on at this time.

Architecture: Dave stated the next committee meeting was changed to March 13th to accommodate travel from committee members.

Marina: Vern discussed his conversations with a vendor that could provide electronic data services for tracking slip leases and renewals. He stated this was not a priority but something to consider for future implementation.

Parks & Rec: Sandy reported that the park would be closed this coming Thursday from 9am-5pm to accommodate tree pruning. The committee is working on a pending maintenance list for the Spring. The events group is looking into a new structure for the little park.

Roads & Stormwater: Dave reported that the maintenance crew is down to one employee which is creating delays on non-urgent projects.

Water & Wastewater: Dave reported that work was completed to get well #2 back online and functioning. The Board discussed moving forward with the Core and Main proposal to add the necessary software support for the water meter installations.

Memorial Garden/Events: Colleen announced the schedule for the Easter Egg Hunt and asked volunteers to donate candy and time to stuff the eggs on March 27th. The event planning for the 4th of July neighborhood event will need to start being discussed soon.

Management: Mike reported on in-process projects which include renewing the CDL Training location permit for Carlyon Beach and helping the Board draft committee workflows to address changes to the RCWs.

New Business:

Mike discussed a storm pond inspection report that was received that is due in August 2026. Dave will review and calendar a response.

Mike discussed the ongoing maintenance issues with the current copier and the fact they no longer make replacement parts for it. The current vendor who maintains the copier provided a bid for a replacement which will include maintenance support for \$4,500. **Sandy motioned to approve the copier replacement proposal of \$4,500. Judy seconded; the motion passed unanimously.**

Mike discussed the upcoming RCW changes which started going into effect this year and will finalize in January 2028. The attorney for Carlyon Beach provided a bid to overhaul the CC&Rs and Bylaws for the community and prepare a packet to mail out to owners and a follow-up consultation with the Board for \$20,000. **Vern motioned to approve the attorney's proposal on overhauling the CC&Rs and Bylaws to bring Carlyon Beach in compliance with State Law for \$20,000 with a contingency of up to \$5,000 in addition. Judy seconded; the motion passed unanimously.**

Mike presented a timeline of the upcoming annual meeting and budget activities to get ready for the annual meeting in June 2026.

Old Business: None at this time.

Executive Session: The Board thanked everyone for attending and announced they would proceed into executive session to discuss any sensitive legal, financial, or HR matters. **Sandy motioned to move from regular session into executive session. Judy seconded; the motion passed unanimously.**

Sandy motioned to close executive session and move back into regular session. Judy seconded; the motion passed unanimously.

From the Board's discussion in executive session, there were no votes or decisions made.

Adjournment: Sandy motioned to adjourn the meeting at 7:48 PM. Judy seconded; motion passed unanimously.

Respectfully submitted,
Mike Haskett, Association Manager

CBHA Board Motions 260224

Results 02/24/2026

Board Members attending and proxies: Barbara Quick, Sandra Marsh, David Malaspino, Judy Parry, Vern Jensen;
 Absent – Dianne Bradford, Chris Williams

All motions must be proposed by a Board Member, seconded, and discussed before a vote is called.

Motion Type: Architectural (ACR); Financial (FIN); Compliance (CMP); Legal (LGL); Maintenance (MNT); Member (MBR); Policy (POL); Other (OTH)

Motion Status: Passed (PD); Failed (FD); Tabled (TD); Withdrawn (WD); Ratified (RD)

#	TYPE	MOTION	STATUS	NOTES
1	OTH	Approve excusal of Dianne and Chris from the meeting	PD 5-0	
2	OTH	Approve January Board meeting minutes	PD 5-0	
3	OTH	Approve committee submitted minutes	PD 5-0	
4	FIN	Approve Copier replacement bid of \$4500 for copier in clubhouse that is out of date on parts and warranty	PD 5-0	
5	FIN	Approve bid from CBHA's attorney to draft revamped governing documents in alignment with new state laws of \$20,000	PD 5-0	
6	OTH	Approve adjourning from regular session into executive session	PD 5-0	
7	OTH	Approve moving from executive session back into regular session	PD 5-0	
11	OTH	Approve adjourning the board meeting	PD 5-0	

MARINA COMMITTEE MEETING MINUTES

Location: CBHA Clubhouse
Date: March 11th, 2026
Time: 1800 hours (6 pm)

AGENDA DETAILS

I. FLAG SALUTE

II. INTRODUCTIONS

Please sign the attendance sheet

III. MEMBER FEEDBACK

New issues or concerns for the committee

- Members questioned why there were no permanent Marina Committee Members. Marina Trustee did not have an answer and will refer it to the Board. A partial reason is poor and sporadic attendance. Many meetings are held and only 1 or 2 people other than the Trustee attends, and they're often not the same persons. At this meeting, which included 7 people, only two had slips in the marina; the Trustee and 1 other person.
- Members also noted the CBHA Website is badly out-of-date. This has previously been noted and will be referred to the Board as the Marina Trustee has no control over the website content.
- A Member introduced a table that they believed added additional clarity to the local marina rates identified in the January Newsletter article on Marina Lease rates. It will be attached and referred to the Board.
- A Member asked why we are not seeking bids for removal of the entire marina, noting that options presented to the entire community should not just focus on replacement of the creosote pilings or log boom.. The Trustee noted that this issue should be taken up with the Board, as the Trustee's and the Marina Committee's objective is to find the best solutions to preserve the community assets, not remove them. The Member's response was that absent this information, the community cannot make a fully informed decision if they are asked to vote on additional funding for the Log Boom or creosote piling removal.
- A Member objected to speeding, loud and "unsafe boaters" near the marina and in the Squaxin passage. They asked if the Board could take action to control or limit boaters actions outside the marina, and were informed the Board has no jurisdiction for activities outside the marina or in Squaxin passage.

or for boaters in general, just for boats in slips in the marina. The authorities with jurisdiction in those areas include the Sheriff's Department and the Coast Guard and it was recommended that their concerns should be directed to them.

- A Member objected to any part of their dues being spent to facilitate additional work in the marina given "that it only costs money" and does not generate revenue or provide benefit for the community. This was disputed, and led to a discussion of past Board actions to move money from the marina fund to other what were considered more important community projects.
- A member was concerned about efforts that were planned or in progress to market the marina to improve occupancy. Round-table discussion included opening the marina leases to non-CBHA persons, allowing short-term rentals of vacant slips, and side-tying on the new docks to accommodate more, and larger boats.
- A Member with DNR experience noted that permitting actions for the marina could begin before a contract was in place to conduct the work. In addition they noted that we could ask for a 10 year extension on creosote piling work outside the log boom. We only need to show an ongoing effort to fund and resolve the problem. They also noted that this should start ASAP, as budget issues affect the agencies involved, and it could take up to 2 years to get approvals.

IV. OLD BUSINESS

Unresolved issues from the last meeting

- A. Sea Lion barrier system rails were installed without installing all the fasteners. As a result, more work will be required to finish them. We do have some man-hours remaining in the NW Dock & Pile Contract, which may be adequate. However, we are still waiting for several pieces of hardware. Completion is expected in March or April 2026.
1. Marina Log Boom Project Status
 - A. Permitting – no change from last month. See the comments above.
 - B. Bids sent out on 2-20-2026 to 6 marine contractors for 2 options:
 - i) Sleeve all pilings with 75% or greater useful life remaining and remove and replace all pilings with less than 75% useful life with steel pilings.
 - ii) Remove all log boom pilings and do not replace them. Sleeve all A dock and B Dock pilings with 75% or greater useful life remaining, and remove and replace all B Dock pilings with less than 75% useful life with steel pilings
 - C. DNR communications on 3/2/2026 opened up a third possibility in February:
 - iii) If we remove all the creosote pilings in the log boom now, DNR is willing to extend the deadline for removal of the remaining 15 creosote pilings in our marina out to 7/31/2034 (4 years later than the current deadline in the Lease). When we get bids

back, we will look at what this option could mean.
D. Work to remove old boom sticks from logs began Monday, March 9th and completed Tuesday March 10th. GREAT JOB to the CBHA maintenance Team who supported the contractor (NW Dock & Pile.). The logs were moved to the Water Tower area on Thursday (3/12) for drying which will save significantly money on disposal costs.

2. Marina Rules & Regulations & Lease Updates

A. No new items were proposed. Marina Member input requested

V. NEW BUSINESS

1. February 2026 Marina Inspection

New items for Lease R & R's

2. The Guest Dock fee will be raised from 15\$/night to 25\$ / night effective 5/1/2026. It's been > 10 years since this fee increased.

VI. CONCLUSION

Next Meeting - Wednesday, April 11th, 2026

Marina Rules & Regulations & Lease Updates Agreed Upon at Previous Marina Committee Meetings

A. Changes to Marina Rules and Regulations

i) Fix typo for boat width to read 8 1/2-foot beam maximum.

ii) Add details for lease violations and marina issue resolution.

iii) Clarify the Waiting List process.

1) Submit a partially completed lease form to be added to the wait list.

2) Allow the person at the top of the wait list 1 refusal before bumping them to the bottom of the list.

iv) Visitors may NOT borrow or temporarily use any Member's leased slip, even for the short term. They don't have insurance and must use the Guest Dock.

v) No refueling boats from portable containers in the marina (Lease requirement now posted on the dock gates).

b) Changes to Lease Forms

i) Increase font size to enhance readability

ii) Clarify lease terms and add relevant Rules and Regulation.

iii) Add *No Refueling in the Marina* based on the requirements from the current Rules and Marina Lease.

iv) Measure full length of boats as follows: measure from the tip of the bow, bow anchor or bow pulpit to the end - with the outdrive, outboard or kicker raised, whichever is longer. Measure the full beam width at the widest point.

• NOTE: the reason for measuring the maximum length is to prevent unnecessary overhang from obstructing marina

walkways, and to ensure slip holders can avoid hitting projecting mechanical components on other boats when they are entering and leaving their slips. This is particularly important in the heavy winds and current we can experience in the marina.

Carlyon Beach Slip Price verses Swantown Marina, Westbay Marina and Zittles Slip Prices

Carlyon Beach CB Annual Lease - HOA refers to the lease as annual					Information
Slip Size Ft	CB annual	ST 6mnth	WB 6mnth	Z 6mnth	
18	\$648	\$1,267	\$1,254	\$1,630	CB refers to their leases as annual. Although they do not keep their boats in the marina all year, they secure their slip for the year. I compared CB to other marinas and used 6 months as a comparison to other marina slips- due to CB slip owners not using their slips year round. I created this table so the HOA members could better understand what marina boat slips leasees pay. There are other revenue streams from kayak leases and guest moorage. This table looks only at marina slips.
19	\$648	\$1,337	\$1,314	\$1,630	
20	\$648	\$1,408	\$1,386	\$1,630	
21	\$648	\$1,478	\$1,452	\$1,630	
22	\$792	\$1,548	\$1,506	\$1,630	
23	\$792	\$1,619	\$1,578	\$1,630	
24	\$792	\$1,689	\$1,638	\$1,630	
25	\$792	\$1,760	\$1,704	\$1,989	
26	\$936	\$1,830	\$1,782	\$1,989	
27	\$936	\$1,900	\$1,902	\$1,989	
28	\$936	\$1,971	\$1,950	\$1,989	
29	\$936	\$2,281	\$2,022	\$1,989	

Swantown ST Monthly Lease Only - No Annual Rate					Notes:
Slip Size Ft	Price per/ft	Monthly Rate	6 months	Total Annual	
18	\$ 11.73	\$ 211.14	\$ 1,266.84	\$2,534	Electricity extra
19	\$ 11.73	\$ 222.87	\$ 1,337.22	\$2,674	
20	\$ 11.73	\$ 234.60	\$ 1,407.60	\$2,815	
21	\$ 11.73	\$ 246.33	\$ 1,477.98	\$2,956	
22	\$ 11.73	\$ 258.06	\$ 1,548.36	\$3,097	
23	\$ 11.73	\$ 269.79	\$ 1,618.74	\$3,237	
24	\$ 11.73	\$ 281.52	\$ 1,689.12	\$3,378	
25	\$ 11.73	\$ 293.25	\$ 1,759.50	\$3,519	
26	\$ 11.73	\$ 304.98	\$ 1,829.88	\$3,660	
27	\$ 11.73	\$ 316.71	\$ 1,900.26	\$3,801	
28	\$ 11.73	\$ 328.44	\$ 1,970.64	\$3,941	
29	\$ 13.11	\$ 380.19	\$ 2,281.14	\$4,562	
30	\$ 13.11	\$ 393.30	\$ 2,359.80	\$4,720	

West Bay WB Marina Charges Monthly - If you pay Annually you get one month free					Additional Info
Slip Size Ft	Price per/ft	Total Monthly	6 month	Total Annual	
17	\$11.65	\$198	\$1,188	\$2,376	MONTHLY TRAILER/CAR PARK \$55.00 Electricity Electricity extra ranges from \$27 per/mnth to \$42
18	\$11.61	\$209	\$ 1,254.00	\$2,508	
19	\$11.53	\$219	\$ 1,314.00	\$2,628	
20	\$11.55	\$231	\$ 1,386.00	\$2,772	
21	\$11.52	\$242	\$ 1,452.00	\$2,904	
22	\$11.41	\$251	\$ 1,506.00	\$3,012	
23	\$11.43	\$263	\$ 1,578.00	\$3,156	
24	\$11.38	\$273	\$ 1,638.00	\$3,276	
25	\$11.36	\$284	\$ 1,704.00	\$3,408	
26	\$11.42	\$297	\$ 1,782.00	\$3,564	
27	\$11.74	\$317	\$ 1,902.00	\$3,804	
28	\$11.61	\$325	\$ 1,950.00	\$3,900	
29	\$11.62	\$337	\$ 2,022.00	\$4,044	
30	\$11.60	\$348	\$ 2,088.00	\$4,176	

Zittles Marina Charges Monthly - If you pay Annually you get one month free					Additional Info
Slip Size Ft	Price per/ft	Total Monthly	6 month	Annual	
20 - 24	\$12.35	\$ 271.70	\$1,630	\$3,260	Electricity \$6 per month
25 - 29	\$12.75	\$ 331.50	\$1,989	\$3,978	

CBHA Monthly Marina Inspection Checklist

Inspector(s) Name(s): ___Vernon Jensen___ **Inspection Date(s):** ___Friday, 02-27-2026___

Weather Conditions: ___Clear & Cold___

1. Dock Condition:

- Inspect the dock grating system for damage or wear
- Check for any loose, broken, or missing dock planks
- Verify that dock nails, screws, and fasteners are secure
- Ensure docks are securely anchored and stable
- Check for excessive movement or signs of wear on dock pilings and supports
- Inspect ramps and walkways for safe, slip-free surfaces
- Ensure walkways are clear of debris and are structurally sound
- Inspect fenders for proper placement and wear
- Check cleats for security and functionality

Sat / Unsat
*Comments

Unsat*
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Sat

2. Slip and Mooring Areas

- Confirm that each slip is clearly marked with the correct numbering
- Verify that proper signage for dock safety and rules is visible
- Inspect mooring lines for wear or damage to ensure they are secure and functional
- Verify mooring buoys are intact and properly marked

Sat / Unsat
*Comments

Unsat*
Sat
Sat
Sat

3. Utilities

- Spot-check water hookups for functionality (no leaks, proper pressure)
- Inspect and marina water lines and supplied hoses for wear or cracks
- Ensure potable water signage is clear and compliant
- Test electrical outlets at slips for functionality (no exposed wires, proper voltage)
- Check for GFCI (Ground Fault Circuit Interrupter) functionality and reset at clubhouse breaker panel necessary
- Ensure lights around the marina, including parking areas and walkways, are functioning properly and that there are no dark spots
- Inspect electrical connections for damage or signs of wear

Sat / Unsat
Comments

N/A
Sat*
N/A
N/A*
N/A*
Unsat*
N/A*

4. Waste Management

- Confirm trash and recycling bins are in place and clearly labeled
- Ensure bins are clean, emptied regularly, and not overfilled
- Check that hazardous waste disposal containers are clearly marked and accessible

Sat / Unsat
*Comments

Sat
Sat
Sat

5. Safety Equipment

- Verify that fire extinguishers are present at designated locations
- Ensure fire extinguishers are fully charged and easily accessible
- Check fire extinguishers expiration dates and service tags for compliance
- Ensure life jackets are available for public in the storage box on the pier
- Check that safety rings and throw bags are in place and in good condition

Sat / Unsat
*Comments

Unsat*
Sat
Sat
Sat
Sat

CBHA Monthly Marina Inspection Checklist

6. Environmental Compliance

Inspect for signs of invasive species on docks, boats, or other marina structures
 Ensure signage and information about invasive species is visible to boaters

Sat / Unsat
 *Comments

Sat
Sat

7. Security and Access Control

Check that gates, locks, and security systems are operational
 Verify proper marina security signage (e.g., no trespassing, safety procedures)

Sat / Unsat
 *Comments

Sat*
Sat

8. General Maintenance

Inspect the grounds for any hazards or debris (e.g., broken glass, trash)
 Ensure that grass is mowed, trees and shrubs are trimmed, and walkways are clear
 Check for any signs of rodent or pest activity in storage areas and dock boxes, and around the marina office building/ clubhouse.
 Confirm that the marina is generally clean and free from litter.
 Ensure all restrooms, office and shop areas are well-maintained.

Sat / Unsat
 *Comments

Sat
Sat
Sat
Sat
Sat

9. Lease Compliance and Inspection Documentation

Ensure all boats in the marina have current Washington registrations.
 Ensure all boats in the marina are properly tied off with main and spring lines as required by the lease, and that lines are in good condition.
 Confirm all maintenance records, inspection reports, and corrective actions are properly logged and stored in the Marina Inspection binder in the CBHA Office.

Sat / Unsat
 *Comments

Sat
Sat
Sat

* Inspector Comments:

#1 - Dock Condition Comments:

- Work on B Dock sea lion system still in progress. There are several areas where parts and fasteners are missing, and CBHA Maintenance is aware.

#2 – Slip and Mooring Area Comments:

- Number plate missing from Slip 41.

#3 – Utilities Comments:

- The water system on B Dock still needs to be repaired. Spigots missing, many badly corroded, and water lines are not secured to the docks. CBHA Maintenance is aware.
- Lights on B Dock are not functioning properly because of sea lion damage to the system.
 - D.F. Electric repaired and returned the Pier, Headwalk (Guest Dock) and A Dock lighting February 1st.

#5 – Safety Equipment Comments

CBHA Monthly Marina Inspection Checklist

- One (1) Fire extinguisher and storage box is missing from B Dock Slip 34. The FX is in the Marina shop, and new boxes are available. CBHA Maintenance is aware. There were no boats moored at this area so this was not a safety issue at this time.
- All Fire Extinguishers were re-inspected in February 2026 courtesy of CBHA Maintenance.

#7 – Security and Access Controls Comments:

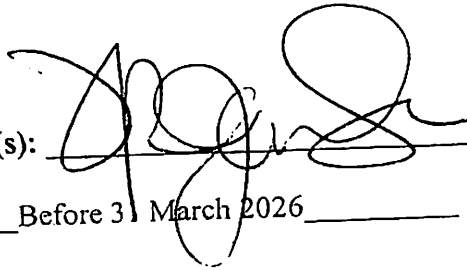
- For sea lion damage minimization, 4" X 8" planks have been installed on all of the A Dock fingers, and along the full length of A Dock next to the lighting and electrical bollards. The planks are held in place with ratchet straps, and access to A Dock is currently restricted. One such plank was also added to B Dock in February at the suggestion of a member.
- In November 2025 the lock for B Dock was removed and Marina Members notified that sea lion abatement efforts were underway. Until it is complete, the gate to B Dock will remain unlocked.

Corrective Actions (if any):

#1 - Dock Condition Comments:

- Sea Lion bull rail material for B Dock are ~ 95% delivered. The remaining installation work will be done by Northwest Dock & Pile, volunteers and CBHA Maintenance.

Signature of Inspector(s):



Date:

3/4/2026

Next Inspection Due: Before 31 March 2026

Preliminary Budget Analysis – Notes

- Income
 - Income higher than last year at this point. Dues increase and focus on collections has helped in that regard.
 - Parks, Marina, Water, and Sewer income all higher than this point last year due to rate increases.
 - Recommend budget options – No increases/Light Increases/Special Assessment
- Expenses
 - Employment
 - Expense higher than this point last year from rate increases to retain employees.
 - Location is difficult to access plus economy has led to higher wage to start.
 - Benefits and taxes add an additional 20% on top of gross wages.
 - Example: \$30/hr employee full time = \$5,200/month + \$1,040/mo in taxes and benefits
 - Recommend seeking vendor alternatives to reduce expense and liability.
 - **Still underbudget \$53,570**
 - Corporate Costs
 - Expense higher than this point last year mainly due to increase in collections efforts on outstanding receivables.
 - With receivables staying static despite multiple successful collections I would assume this will continue into next budget cycle.
 - **Still underbudget \$100,013**
 - Utilities
 - Expense higher than this point last year due to electric and gas rates increasing beyond estimated budget increase from last year.
 - **Still underbudget \$25,766**
 - Fees, Insurance, Taxes
 - Expense higher than this point last year due to unanticipated insurance cancellation of Liberty Mutual due to ongoing lawsuit. New insurance was much higher due to CBHA record having lawsuit pending.
 - Insurance went from \$70,000 to \$140,000 for the year.
 - **Overbudget by \$27,811**
 - Marina
 - Expense lower than this point last year. This just covers operational expenses for the marina and does not include the dock repairs from reserves.
 - **Still underbudget \$16,266**

- Water System
 - Expense higher than this point last year due to addition of water management by vendor and integration of first phase of water meters installation.
 - Recommend overhaul of new contract to try and help CBHA save on extra spendables and vendor charges.
 - **Overbudget by \$58,485**
- Office
 - Expense higher than this point last year due to higher cleaning costs, equipment replacements , and additional mailings.
 - **Still underbudget by \$37,350**
- Sewer/Treatment Plant
 - Expense higher than this point last year due to increase in wages for truck drivers and increased contract from vendor managing the system.
 - **Still underbudget by \$102,460**
- Parks
 - Expense lower than this point last year mainly due to reallocating wages to maintenance.
 - Need to invest a larger budget amount because this category still went over despite reduced expense.
 - **Overbudget by \$5,916**
- Roads
 - Expense lower than this point last year due to scaling back employee hours on this category
 - **Still underbudget by \$73,351**
- Maintenance
 - Expense higher than this point last year mainly due to increased wages being assigned to this category and some extra projects this year and supply purchases.
 - **Still underbudget by \$57,201**
- Bank Loan Interest
 - Expense slightly less than this point last year due to an extra payoff made this year.
 - Budget category was greatly over padded so I would recommend decreasing to allow flexibility in other categories.
 - **Still underbudget by \$101,127**

Capital/Reserves from 2025-2026 Fiscal Year:

- | | |
|---------------------|--------------------------------------|
| ● Well - \$31,851 | ● Unrestricted - \$31,463 |
| ● Docks - \$230,469 | I recommend budgeting Docks, Roads, |
| ● Roads - \$131,043 | Pond Filters, Bulkhead Insp/Permit, |
| ● Other - \$65,201 | Treatment Plant Inspection→See Study |

Test Calculations

1. Reserve Study Recommended Special Assessment of \$1,800,000 (One Time)
 - a. $\$1,800,000 / 616 \text{ lots} = \$2,922$
 - i. Paid Monthly over 1 year = \$243.50

2. Fully Funded over 6 years
 - a. $\$5,367,079 \text{ total} / 6 \text{ years} = \$894,513 \text{ per year}$
 - i. $\$894,513 / 616 \text{ lots} = \$1,452 \text{ per year}$
 1. Paid monthly over 6 years = \$121

Carlyon Beach HOA
 Olympia, WA
 Level of Service: "Full"

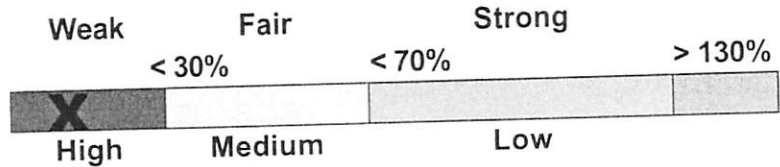
Report #: 14933-0
 # of Units: 650

January 1, 2026 through December 31, 2026

Findings & Recommendations as of January 1, 2026

Starting Reserve Balance	\$536,812
Current Fully Funded Reserve Balance	\$5,367,079
Percent Funded	10.0 %
Average Reserve (Deficit) or Surplus Per Unit	(\$7,431)
Recommended 2026 100% Monthly "Full Funding" Reserve Transfers	\$53,500
Recommended 2026 70% Monthly "Threshold Funding" Reserve Transfers	\$48,000
2026 "Baseline Funding" minimum to keep Reserves above \$0	\$37,000
Recommended 2026 Special Assessment	\$1,800,000
Most Recent Budgeted Reserve Transfer Rate	\$22,733

Reserve Fund Strength: 10.0%



Risk of Special Assessment:

Economic Assumptions:

Net Annual "After Tax" Interest Earnings Accruing to Reserves	1.00 %
Annual Inflation Rate	3.00 %

- This is a "Full", meeting all requirements of the Revised Code of Washington (RCW). This study was prepared by, or under the supervision of a credentialed Reserve Specialist (RS™).
- Your Reserve Fund is currently 10.0 % Funded. This means the association's special assessment & deferred maintenance risk is currently High. The objective of your multi-year Funding Plan is to fund your Reserves to a level where you will enjoy a low risk of such Reserve cash flow problems. The current annual deterioration of your reserve components is \$448,416 - see Component Significance table.
- Based on this starting point and your anticipated future expenses, our recommendation is to budget Reserve Transfers to within the 70% to 100% range as noted above, and levy a Special Assessment of \$1,800,000 prior to the work identified in this report. The amount shown is preliminary, pending final scope of work, specifications, contractor selection, timing, etc.. The 100% "Full" and 70% transfer rates are designed to gradually achieve these funding objectives by the end of our 30-year report scope.
- Baseline funding cannot be achieved without a special assessment within the 30-year scope of this Report.
- No assets appropriate for Reserve designation known to be excluded. See appendix for component information and the basis of our assumptions. "Baseline Funding" in this report is as defined within the RCW, "to maintain the reserve account balance above zero throughout the thirty-year study period, without special assessments." Funding plan transfer rates, and reserves deficit or (surplus) are presented as an aggregate total, assuming average percentage of ownership. The actual ownership allocation may vary - refer to your governing documents, and assessment computational tools to adjust for any variation.

# Component	Useful Life (yrs)	Rem. Useful Life (yrs)	Current Average Cost
Site & Grounds			
120 Asphalt - Grind & Overlay	1	0	\$95,000
125 Gravel Access Road - Refurbish	5	2	\$40,000
144 Chain Link Fence - Repair/Replace	5	1	\$11,475
170 Landscape - Maintain/Refurbish	5	1	\$7,000
180 Bio-Filter Park - Maintain	1	0	\$23,000
181 Bioswale - Maintain	25	11	\$86,000
182 Bioswale - Inspection	5	0	\$5,500
183 Jolly Drain Way - Maintain	10	7	\$6,200
196 Information Kiosk - Repair/Replace	30	0	\$10,000
339 Westwind Play Equipment - Rpr/Replace	15	4	\$20,000
340 Waterfront Play Equipment - Rpr/Rplc	20	16	\$35,000
352 Floating dock - Repair/Replace	25	10	\$53,000
360 "Wanigan" - Repair/Reroof	25	15	\$9,900
365 Playground bathroom - Refurbish	10	5	\$5,000
Clubhouse			
400 Clubhouse Roof - Repair/Replace	24	11	\$23,000
406 Clubhouse Gutters - Repair/Replace	24	11	\$3,640
410 Clubhouse Siding - Exterior Renovation	50	0	\$125,879
412 Clubhouse Exteriors - Caulk & Paint	7	0	\$14,735
413 Clubhouse Stairs - Repair/Replace	25	0	\$15,000
414 Clubhouse Deck - Resurface	20	0	\$7,600
415 Clubhouse Windows - Repair/Replace	24	0	\$40,300
430 Clubhouse Flooring - Maintain/Replace	20	19	\$18,000
450 Clubhouse Interiors - Refurbish	10	8	\$6,000
470 Clubhouse Kitchen - Refurbish	10	8	\$7,000
485 Office Equipment - Repair/Replace	5	4	\$7,000
493 Clubhouse Septic System - Repair/Replace	30	2	\$20,000
Marina			
1101 Mooring Dock A - Replace	45	44	\$748,800
1103 Mooring Dock B - Replace	45	41	\$748,800
1105 Log Boom - Repair/Replace	10	0	\$550,000
1110 Marina Metal Pilings - Replace	50	42	\$209,000
1111 Marina Wood Pilings - Replace	50	0	\$297,500
1114 Marina Wood Gangway - Rpr/Rplc	25	0	\$25,995
1115 Marina Metal Gangway - Repair/Replace	50	5	\$62,500
1116 Main Floating Docks - Repair/Replace	50	46	\$298,300
1120 Bulkhead Retaining Walls - Repair	50	0	\$385,950

# Component	Useful Life (yrs)	Rem. Useful Life (yrs)	Current Average Cost
1144 Chain Link Fence - Repair/Replace	35	23	\$3,000
Maintenance Building			
2100 Carports - Repair/Replace	25	17	\$15,000
2500 Maintenance Roof - Repair/Replace	25	20	\$16,100
2510 Riding Mower - Replace	10	0	\$7,000
2511 Backhoe - Replace	20	2	\$50,000
2512 Hydroexcavator - Replace	20	0	\$37,000
2513 Vehicles - Contingency	5	0	\$30,000
2515 Main Pump Truck - Replace	10	2	\$200,000
2520 Dump Trailer - Replace	20	5	\$10,000
2525 Diesel Tank - Replace	15	0	\$10,000
2530 Emergency Generator - Replace	10	0	\$35,000
Water System			
3100 Water Tower - Paint	20	0	\$60,000
3105 Water Tower Liner - Refurbish	30	7	\$420,000
3110 Water Tower - Replace	100	77	\$700,000
3120 Blow off assembly - Replace	50	27	\$147,500
3130 Gate Valve 4" - Replace	50	27	\$158,000
3132 Gate Valve 8" - Replace	50	26	\$15,000
3135 Hydropneumatic Tank - Replace	50	30	\$8,000
3136 Pump, Booster - Replace	10	10	\$6,000
3137 Pump, Chlorine - Replace	10	10	\$3,000
3138 Pump, Source	10		\$50,000
3140 Service meter - Replace	20	20	\$382,900
3145 Source meter 3" - Replace	20	10	\$1,000
3146 Source meter 4" - Replace	20	10	\$1,000
3150 Telemetry system - Replace	20	19	\$27,500
3160 Water Mains 4" - Replace	70	27	\$2,320,000
3165 Water Mains 8" - Replace	100	26	\$520,000
3170 Well 2 - Replace	100	57	\$500,000
3171 Well 3 - Replace	100	100	\$500,000
3175 Well 2 pump - Replace	15	10	\$79,000
3176 Well 3 pump - Replace	15	15	\$79,000
3180 Building, Pump Houses - Replace	70	27	\$40,000
3185 Building, Booster Station - Replace	70	27	\$40,000
3195 Fire Hydrant & PSV - Maintenance	25	8	\$10,000
Waste Water Treatment			
4110 Decanter Unit - Replace	10	2	\$19,300
4115 Airation Manifold - Replace	10	2	\$22,600
4120 Aerobic System Controls - Maintain	20	1	\$22,000
4125 Mixer Unit - Maintain/Replace	20	2	\$23,000
4130 Small Air Compressor - Replace	5	0	\$12,600

# Component	Useful Life (yrs)	Rem. Useful Life (yrs)	Current Average Cost
4135 Large Air Compressor - Replace	5	0	\$18,600
4140 UV Disinfection Controller - Replace	20	13	\$43,000
4145 WW Treatment Buildings - Maintenance	10	5	\$45,000
4150 Treatment Plant Outfall - Maintain	15	11	\$21,000
4155 WW Generator - Repair/Replace	10	0	\$26,000
Systems & Evaluations			
945 Surveillance System - Repair/Replace	10	2	\$22,000

80 Total Funded Components

Note 1: Yellow highlighted line items are expected to require attention in this initial year, light blue highlighted items are expected to occur within the first-five years.