

CHARBONNEAU GREEN BOARD MEETING MINUTES

July 20, 2022 - 3:00 p.m. – via Zoom

Board Members Attending: Paul Osborn, Larry Shadle, Carole Burnside, Leslie Walker, Mary Wolfe

Minutes:

Paul noted Carole Burnside's Minutes for our Annual Meeting in May were sent to the Board members and, without objection, have been posted on our website.

Treasurer's Report - Mary Wolfe:

– We are in good shape. We are under budget on everything except legal counsel. For the first time in years, we have no accounts receivable as of June 30.

Architecture/Landscape Committee Report - Larry Shadle:

We have no new requests from homeowners.

Tree Work:

– Evergreen Tree Service completed several projects where a bucket truck was needed near the Pellicano and Martens residences and some parking areas.

– We are getting a bid from Good News Tree Service for small projects at the Walker, Chapman and Lea homes. If any homeowners observe trees needing work, please notify our committee.

Irrigation:

– We had "fine tuning" done on the entire HOA irrigation system this week. Approximately 15 heads are being replaced, two broken pipes repaired and we are adding two heads and clearing several plugged heads. There are some brown areas in the grass so we are running all sprinklers longer with a schedule of Mon.-Tues.-Wed.-Fri. early morning, starting at midnight, rotating through the HOA area and ending around 6:00 a.m. It takes about six hours to run the entire system. We will keep the Saturday schedule during the day as this is our opportunity to actually see the system run. Please report any issues.

– New heads were installed to water the new plants around the pool, which will cause some overspray through the pool fence mid-day Saturdays for about 15 minutes.

Landscaping:

– There have been a few complaints of sloppiness so we are meeting with our landscaper Thursday to do a walk-around and critique their work to be certain we are getting the service promised us.

– A big thank you to all homeowners who trim their own bushes and pick their own weeds! This helps keep our HOA looking nice.

– Thank you to Richard Martens who repaired the street address sign on Carmel Circle.

– The project of moving the Del Monte sprinkler controller is almost complete. We are now waiting for the county to inspect the electrical work so we can fill in the ditch and then have our landscape contractor move the controller. It has been a four-year project! The Board approved \$1,574 via email to install a new circuit and electrical outlet in the new location. This action was ratified by a show of hands.

Pool - Kenton Wolfe:

- Thank you to Tom Moore for taking care of the pool when Mary and I were gone.
- The cost to repair the light in our pool came to \$650.
- The pool gate is wearing out and may need to be replaced. The spring on the gate was recently replaced.
- Larry Shadle and Paul cleaned part of the Pool House roof and we hired out the rest.
- Mary noted our 'Pool Party' has been renamed our 'Pavilion Party' due to the fact the Pavilion is easier to visit with others and easy to set up. It will be held this year on Tuesday, August 9, from 5:00-8:00 p.m. Anyone who wants to help set up should be there by 4:30 p.m. It will be potluck but we may buy Costco roll-ups. A flyer and/or e-mail reminder will be sent to all.

Welcome Committee - Nan Moon:

- New homeowner Diana Bowman has been officially welcomed.
- We are updating information for our HOA Directory.
- We are reviewing our move-in packets and will include our Pool Rules.

Emergency Preparedness - Sandy Batte:

- Pod Captains are practicing with their 2-way radios.
- There will be a Charbonneau-wide meeting of HOA Captains on 8/18/22.
- This year's 'Shake-out' will be held September 15.
- We found out at a meeting last week with Wilsonville's Public Works Director Martin Montalvo that they are planning a new water pipe under the Willamette, which would supply Charbonneau if the Boone Bridge was lost in an earthquake. Members of CCC's EPPS committee will be meeting with Wilsonville City officials to learn more about this. Montalvo also revealed the City owns a water purification unit, which could be available, if needed by Charbonneau, to provide clean water in the event of an emergency. This was news to Sandy and CCC Board Member John McLain, who have long been working with the City on plans for emergency water supply for Charbonneau.
- Steve Fivecoat will present information on 'Neighborhood Watch' at the 8/9/22 Pavilion Party. Signs should be going up within the next few weeks.

Unfinished Business - Paul Osborn:

- The deadline for the Rental Policy vote was 7/15/22; 36 votes were needed to approve this policy. There were 38 votes in favor of the policy and one vote opposed. Paul plans to have our legal documents restated to include all amendments. After our attorneys' review this policy, they will be recorded and put on our webpage.

New Business:

Reserve Study Update:

About a dozen homeowners attended the July 12 meeting chaired by Larry Shadle to discuss the review by Schwindt & Co. of our 30-year Reserve Plan. Among other changes, Schwindt proposed we increase our annual funding from 5% to 6.5%. Paul commented there had been some confusion about how this would impact our annual due's calculation so he sent an explanation to everyone who attended the meeting

showing the impact of the increase in our 2023 dues will be \$1 per month per owner. Larry thanked everyone who came to the meeting and summarized the noteworthy changes as follows:

1. Painting of homes will be done in 2025.
2. Bark will be done in 2024. We will be looking at saving money by adding ground cover and river rock to decrease the areas previously barked.
3. The pool and deck are supposed to be resurfaced. We will get some third-party evaluations on what we should do, when we should do it and what the costs will be.
4. There will be some rewording to clarify owners are responsible for their siding and gutters and the HOA is only responsible for the Pool House. We are also getting clarity about some other language.

Our HOA should feel confident about the management of this plan. Schwindt & Co. provides expert third-party validation and we have many eyes on all activities. The fund is very solvent and all our programs are run very conservatively. Larry moved we adopt all of Schwindt's recommendations, including the annual funding increase from 5% to 6.5%. Mary seconded the motion and it passed. An updated copy will be filed with the State of Oregon and posted on our HOA website.

Pool Policy:

Paul re-introduced the Pool Policy discussion from last summer. He proposed we install a new sign adjacent to the walkway near the parking area, which clearly states the pool is privately owned and guests must be accompanied by an owner. He pointed out while most of the input he has received is the policy should continue to say 'guests must be accompanied by an owner', everyone also acknowledged exceptions to this policy are expected. He believes guidelines for exceptions should be part of the policy.

After a lengthy discussion about possible changes, Leslie moved and Mary seconded the following results of the discussion:

1. The published policy will continue to state 'all guests must be accompanied by an owner or legal resident';
2. New and more obvious signs will be installed;
3. We will fix the gate to prevent access to the lock by reaching over, make it close easily and stop propping it open, even for our landscapers;
4. Exceptions will be considered by the entire Board with no preset guidelines on a case-by-case basis. The Moores and Goodnesses will be notified of all exceptions.
5. Without mentioning the possibility of exceptions, the policy and rules will be included in our welcome packet and distributed at the beginning of the pool season to all owners and residents.

Our next CG Board Meeting will, hopefully, be held at our new Activity Center, as well as via 'Zoom', at 3:00 p.m. on August 17, 2022.

Respectively Submitted,
Carole Burnside, Secretary
Charbonneau Green Townhome Association