

Charbonneau Green Townhome Association
Board Meeting Minutes
January 21, 2026

Board Members Present: Paul Osborn, Larry Shadle, Dick Frey, Diana Bowman, Tere Bippes

MINUTES:

- November Minutes were posted by our website manger the end of December.

Treasurer's Report – Dick Frey:

- Dick reviewed our Balance Sheet and P&L for 2025. No questions or concerns were raised.
- Paul reviewed a notice from Renée Warren regarding new automatic check deposit fees. He researched options and it was voted and seconded that we will pay \$30/month, and the current year P&L will be adjusted accordingly.

Architecture-Landscape – Larry Shadle:

- Larry reviewed individual owner landscape requests received for 2026. Last year we spent \$8793 vs. a budget of \$4600.
- Our budget for 2026 is \$5750, and as soon as it has been spent, further requests will be pushed to 2027.
- When sending a request, be sure to include a picture of the area, and be as specific as possible.
- Irrigation: Last year we spent \$5964 vs. a budget of \$3100. Timers, several sprinkler heads and other aged irrigation had to be repaired or replaced, causing the overage.
- Reserve account updates: We had a surplus in 2025 because despite some overages, we also deferred some expenses, resulting in the surplus. Still, we are well within reserve plan guidelines re-established in 2022.
- Curb repair (concrete): Any curb work must first be approved by the City of Wilsonville. This project is being overseen by Mike P
- Trees: Shirley and Jan need to let Larry know if replacements are requested for the trees removed and have the opportunity to choose the plant/tree type.
- Replacement of dead and/or missing plants in common areas: Ams Van der Berg, Normary Barrett (need plant types requested), Nancy Davis (gas meter location, Tere will s/w Nancy).
- Rock: Tere Bippes – photos on file. Also planned for (Coats) corner along French Prairie Road.
- Rhododendron trimming: Will be done AT OWNER'S REQUEST (need request form and specific locations, amount to trim). So far, 30 rhododendrons were trimmed in 2025.
- Bark dust or bark chips – NEW STANDARDS are in progress, most likely within the next 3 months, so we will need to delay decisions on what to use, particularly close to the buildings. There is expected to be a fire safety "easement" distance from the buildings for combustible materials, such as bark. We will get updates from the Charbonneau CC Architecture and Landscape Committee as soon as decisions are final.
- Tere Bippes will check re: curb power washing by a company that has a truck with the water source.

Pool – Kenton Wolfe & Paul Osborn:

- Kenton has continued to oversee and perform maintenance on the pool. Our pool equipment is in good shape, and due to wear, we resealed the deck in October 2025, incurring those expenses a year earlier than planned.
- Follow up is still in progress for the drinking fountain leak.
- C&S Services, at \$383/month every month was selected to take over pool maintenance. There will be extra charges for chemicals and other necessary maintenance costs.

Welcome Committee Nan Moon & Shirley Chapman:

- Welcome Packet for 2026: We briefly reviewed the welcome packet that Nan and Shirley provide all new homeowners in our HOA. There are some updates needed.
- Some suggestions include reviewing that CCC documents with new owners, specifically the resident information form. The monthly dues and budget numbers need to be updated, and make note of the Homeowner Association responsibilities vs. Homeowner responsibilities. Also, we can add the Charbonneau Green HOA directory and an addition that shows how to get on the website. Included currently are the parking rules and directions for parking variance, architecture requests, landscape requests, and pool rules.
- We can also add the most recent newsletter, an updated map of Charbonneau Green, the dates of HOA meetings, and a notification of the annual homeowners insurance assessment that is due each December.
- Anna offered to help put it all on a flash drive so that we can easily make updates and print updated information as necessary.

Emergency Preparedness – Sandy Batte: no report

UNFINISHED BUSINESS

- 2026 P&L: The spending plan needs to be amended without changing the Annual Budget
- Meeting Notices for 2026:
- Except for August and December, all HOA meetings will be held at 3 PM in the Lewis Room, Charbonneau CC Activity Center, the 3rd Wednesday of each month.
- August 19th will be the Summer Party at the Charbonneau CC Pavilion
- December 16th will be the Holiday Party in the Charbonneau CC Fireside Room

Our next Board Meeting will be held at the CCC Activity Center, Lewis Room, at 3:00 p.m. on February 18, 2026.

Respectfully Submitted,

Diana Bowman
On behalf of the Charbonneau Green Board