

Charbonneau Green Townhome Association
Board Meeting Minutes
June 17, 2026

Board Members Present: Paul Osborn, Larry Shadle, Tere Bippes, Diana Bowman
Absent: Anna Edison

Opening – Paul Osborn:

- Results of our election of officers from the Organizational Meeting of the New Board:
Description of Positions (all can sign checks)
 - President – Paul Osborn
 - Secretary – Diana Bowman
 - Treasurer – Tere Bippes
 - Chair of Architecture & Landscape Committee – Larry Shadle
 - Member-at-Large / Special Projects – Anna Edison

Minutes & Website – Diana Bowman:

- Minutes to be posted as soon as the website is completely transferred to new website host.
- Diana to assume responsibility for posting minutes on the website and will work in conjunction with Anna Edison and the Welcome Committee to bring our website information up to date.

Treasurer's Report – Tere Bippes:

- The balance sheet was reviewed.
- Total reserves: \$65,267.31
- Total assets: \$85,555.33

Architecture-Landscape – Larry Shadle:

- See detailed and attached Architecture/Landscape Committee review dated June 17, 2026. Larry provides excellent information about where our dollars are going and how funds are allocated. The committee is seeking another member – please contact Larry if interested.

Welcome Committee:

- Anna Edison, Ams Van den Berg and Peggy Osborn have volunteered to comprise our HOA Welcome Committee, with Shirley Chapman available as needed. They are working to make sure our materials are complete and up-to-date. Many thanks to Nan Moon, who has moved and therefore relinquished her position on the committee.

Emergency Preparedness – Sandy Batte:

- 2025-2026 EPPS Charbonneau Green Report:
Due to a large turnover of homes as well as moves and health issues, a new group of Captains are trained to see us through the first hours of any major emergency. They are vital to our program keeping Charbonneau a safe and resilient place to live.
- The EPPS Committee has prepared a new Captain's Handbook to provide important information to our volunteers, including a detailed map of our HOA with PODS noted as well as turnoffs for gas and water.
- FREE Emergency TEXT Messaging Service
- Small generator to assure refueling of the community's backup power generator (thanks to a Wilsonville Grant). This assures our ability to refuel our bigger generator too.
- Walkers' Watch program also funded by a Wilsonville grant, provided special safety vests to walkers who attended training from Wilsonville Police on observation and reporting skills.

- Training/meetings offered Tuesday June 23rd at 10 AM, Home Safety at 11 AM, and July 15th Wildfire Safety. CPR Training is also available periodically. Contact Sandy or your Emergency Preparedness Captain for other training dates, such as CPR Training.
- Note: We are fortunate to have Sandy as our leader and point person for Emergency Preparedness. She leads all of the Charbonneau HOA EPPS Committees.

UNFINISHED BUSINESS

Summer Pavillion Party: Reminder: Wednesday, August 19th. (Potluck, no charge)

Winter Holiday Party: Date: Wednesday, December 16th. Leslie Walker has secured the caterer from last year for this year's dinner.

NEW BUSINESS

- **Insurance Report** (due 12/14 each year). Paul reviewed the **Charbonneau Green Master Policy** sheet and is continuing to explore insurance issues for our HOA Master Policy. We still need one just for the pool.
- Note that **earthquake coverage** has a different deductible and we are covered due to a "grandfather" clause. If dropped, it will not be available, and other insurance companies are not offering earthquake coverage either.
- **HOA Meeting Schedule suggestion** – HOA Board meetings every other month, beginning in September or November. Our annual meeting will remain in May.
- **Documents required for new owners for property purchase** closing – it has been requested that we provide a packet of documents that are required for new owners for property purchase closing. The items are mostly available but not linked.

Pool Signs:

- Paul received communication May 22nd from C&S Pool Services regarding new pool signs required. After sharing the information with the Board, it was discovered that the new signs, offered for approximately \$600, are not required immediately unless being replaced, so Paul notified them that we do not need any.
- Diana found online sources for the signs needed at a significantly reduced cost and will pursue getting those when they are needed.

Our next CG Board Meeting will be held in person at the CCC Activity Center, Lewis Room, at 3:00 p.m. on July 15, 2026.

Respectfully Submitted,
Diana Bowman
On behalf of the Charbonneau Green Board

ARCHITECTURE/LANDSCAPE COMMITTEE COMMENTS
JUNE 17, 2026

ARCHITECTURE

Jensen house fence issue (Paul?) – photos
Merriman request for gas meter barrier – photos

POOL ISSUES

Drinking fountain – photos
Address/Sundial - photos
Arborvitae browning - photos

LANDSCAPE TOPICS

Barkchips Project Completed – barkchips, flowers, rocks – area has never looked better! - photos
How do we keep it sharp? Keep on top of weeds, sprouts, twigs, etc. – photos
Look at sprinkler patterns, take time too water down your area, look for dry spots - photo
If you see something, do something! Help police areas - photos
What about the landscapers? We are getting what we are paying for.



In 2012 Shadle house = \$100/month for mowing and edging only
In 2026 our HOA = \$4,235/month (\$88 per home) for mowing, edging, trimming,
fertilizer, some irrigation, pool area, weed control, debris pick-up, special help on request
Browning grass – watering five days per week, may add more, playing catch-up – photos
May be: drought, grass cut too low, grubs, dog pee, fertilizer, bush overhang

2026 Budgets thru May:	Jan-May Expenses	Annual Budget
Landscape Improvements	\$777	\$3,000

Items not included in contract like spring/fall flowers, crabgrass treatment,
lawn aeration, grass reseeding, etc. Bill for flowers not in.

	Jan-May Expenses	Annual Budget
Miscellaneous Landscape	\$4,005	\$5,750

Replacement trees and plants at homeowner request (Barrett, Chapman, Davis,
Stromberger, Abeil, Van den Berg, Magee, Moore, Merriman, Shadle, and plants along
French Prairie Road)

	Jan-May Expenses	Annual Budget
Irrigation	\$1,276	\$3,500

Spring start-up repairs, \$1,125 and \$525 invoices coming, new total = \$2,926

ARCHITECTURE/LANDSCAPE COMMITTEE COMMENTS
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Reserve Account – projects to discuss

5/31/26 Balance = \$65,267, bills coming, adjusted balance = \$43,927

Barkchips – Grimm's \$20,580 plus prep \$1,220

Bowman tree removal \$760

Tree work: Reserve budget was \$4,658, spent so far \$8,260
(Larry W.) Japanese Maple trimming (Good News bid, \$4,260 for 23 trees)
Rhododendrons (Hugo – ongoing at \$25 per at owners request)

Concrete: Reserve budget \$20,568
(Mike P.) Premiere Concrete bid = \$27,850
HOA areas needed: Batte entrance, Burnside entrance, Shadle parking
Private add-on job for homeowners: Batte driveway, Edison sidewalk
Repairs? Cracks by Osborn driveway

How do we move forward?

Reserve Account reconciliation is a moving target (unpredictable)

We do the trees and concrete ending up with around \$10,000

However, reloads at \$5,071 per month.

Plan calls for end of 2026 = \$35,148

Reserve Plan comes up for review in 2027. We are probably not allocated right.