

# The FYI

A Private Residential Community

Newsletter for the Edgewood Townhouse Association

## MESSAGE FROM THE BOARD

*Preserve. Restore. Maintain.*

Robert Bruce Trafton,

President, Edgewood Townhouse Association [etapresident@email.com](mailto:etapresident@email.com)

Many of us have embarked, from time to time, in home remodeling projects. Recently, there have been a few remodeling jobs that have gone well into the late night. Perhaps unknowingly, you might be hammering, moving heavy furniture, or vacuuming late in the evening. Consider the impacts to your neighbors when the quiet of the evening is shattered by the thuds and bumps of remodeling activities. Please limit your contractors and your personal work to traditional work hours 8 AM to 5 PM. As a courtesy to adjoining homeowner, limit sawing, hammering, and operating power equipment for your remodeling project to normal work hours.

We have been busy the past few months developing our new website. We have secured a new domain name, a really new modern look, and a new internet service provider. The new site will have areas that are open for the entire world to see, like our CCR, policies, and site photos as well as areas that are locked and only accessible to homeowners, like our homeowner directory. We will also include all of our NCR waivers and request forms in electronic format for electronic submission. Of course, we will also maintain a supply of hardcopy forms for those who prefer pen, ink, and paper, as well as hardcopy homeowner directories for those who prefer paper copies.

As we move into the late summer the threat of fire danger becomes increasingly feasible. As a precaution, we have opened the gate at Westbrook Way and Brookside and installed new "Emergency Evacuation" signs. The gate is open as a safety measure during the summer fire season mid August through mid October. No parking is allowed along Westbrook Way between 161 and 185 Westbrook Way. Vehicular traffic on the west end of Westbrook Way is one-way only exiting onto Brookside Drive. In the event of fire, use this route for evacuation onto Brookside Drive.

Regarding the Pool, we were recently inspected by the Lane County Board of Health and our pool passed with high marks for safety and sanitation. Our pool is a sanctuary for relaxation, for security, and a place for fun. It is also a place where safety is most important. Our pool is defined, classified, and licensed as a public-private pool. This means that we, a small private pool for the exclusive use of homeowners and their guests, are required to comply with all of the rules, regulations, and standards of a public pool like the City of Eugene's Amazon Pool, Sheldon Pool, or the City of Springfield's Lively Wave Pool for sanitation and safety – very high standards.

Our Annual Open Forum Board Business Meeting is coming up at the end of October. The most important task at our Annual Meeting, of course, is the selection of Board of Director members. Currently, we have three Board members whose three-year term terms will end at the end of the year. If you are interested in serving as a volunteer Board of Directors member, please consider submitting a nominee application form and the Duties and responsibilities of the Board of Directors. Nomination forms will be available at the Clubhouse. During the Annual Business Meeting, however, nominations for the Board positions will continue to be accepted, only if the nominee is present and accepts the nomination.

See you at the Pool Party on Monday, September 4, 2017 at 5 PM.

## UPCOMING EVENTS

### Pool Party Pot Luck:

The Hospitality Coordinators are hosting a Pool Party Pot Luck on Monday, September 4, 2017 beginning at 5 PM. Hot dogs, condiments, and soft beverages will be provided. Bring goodies to share.

### Next Regular Board of Directors Business Meeting:

Tuesday, September 12, 2017 at 6.30 pm in the Clubhouse

### October Annual Open Forum Business Meeting:

Tuesday, October 24, 2017 at 7 pm in the Clubhouse.

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## **EDGEWOOD TOWNEHOUSE ASSOCIATION**

### **Board of Directors Monthly Business Meeting**

*Preserve – Restore – Maintain*

Tuesday, August 8, 2017

#### **Call to Order: The meeting was called to order at 6:30 p.m. Board members present were:**

Bruce Trafton, Darell Bidstrup, Michele Coney, Christine Donahue, Sharon Kimble, Michael Maulding, Don Pasquali, Jennifer Smith, and JoAnn Wilson. Also present was Frank Gaddini, ETA Director of Operations and Facilities. Two homeowners were in attendance.

**Approval of Minutes:** The Board approved the minutes of July 11, 2017.

#### **Standing Reports:**

1. Facility Report: Submitted
2. Treasurer's Report: Submitted
3. Website Coordinator: None submitted. New Website Under Redevelopment
4. Swimming Pool: Pending
5. Clubhouse Coordinator: None submitted
6. Hospitality Coordinator: Submitted
7. Welcome Coordinator: None Submitted

#### **Old Business:**

1. Website Redevelopment: Homeowner Dan Goodlett, a retired website developer, has volunteered to redevelop the ETA website. The Board unanimously agreed to have Dan serve in this capacity. He showed the Board the beginnings of a possible redesigned website, demonstrating various layouts, dropdown menus, and other features using the website template of WordPress, a free website management system. At the next business meeting, the Board will see examples of additional features, such as embedded video, and begin discussing the layout as menu items in the existing website are moved to the updated version and new items are added. There will be a new domain name, which will permit greater functionality, and the Board will discuss SSL certification so that information we don't wish to be available to all website visitors, such as the ETA Directory, could be accessed online by homeowners using individual login IDs and passwords.
2. Sanipac Home Composting Program Update: The Board agreed that disposal of waste is a homeowner responsibility, not that of the HOA. Currently, Sanipac's composting program is available only to commercial entities. The issue was tabled.
3. ETA Directory: Extra copies of the updated ETA Directory are available in hard copy format. Contact Bruce for a hard copy. Beginning in the next few months, an electronic copy will also be distributed via email to homeowners with email accounts. The Board approved shifting the responsibility for the ETA Directory from Treasurer Michele Coney to Secretary JoAnn Wilson, effective immediately.
4. FY 2018 Budget: Frank will present three budget

models (e.g., no increase in current HOD level; <4% HOD increase; >4% HOD increase) for discussion at the next business meeting. Board members were asked to consider what capital projects they particularly wish to see included in the FY 2018 budget.

5. Reviewing FY 2017 Board Goals: Tabled until the next meeting.

#### **New Business:**

1. Waivers: 35WW: Extension of waiver to park one car in designated parking until 8/20/17. Approved.
2. "Front Porch Creep:" The Board discussed the issue of some homeowners, particularly in the summer, filling their front porches and even adjoining flower beds with miscellaneous items as well as plants. While some "decorating" of front porches is common at ETA, homeowners are reminded that once you step over your threshold, that's defined as common property. Adjoining flowerbeds are unambiguously common property and plantings and garden décor placed there by homeowners hamper HOA landscape maintenance and should be removed. The discussion will continue at the next Board meeting.
3. Pool Incident: A verbal disagreement between homeowners using the pool emphasized the need to remember that our pool is a multigenerational asset intended for the use of all ETA homeowners, their friends, and their families. Please follow the rules for use of the pool, as posted; doing so ensures that our pool will continue to be a safe and pleasurable facility. If you have any concerns about the pool or believe any user(s) is/are disregarding pool use rules, bring this to the attention of Frank Gaddini, ETA Director of Operations and Facilities. Please do not question or challenge pool users yourself.

#### **Announcements:**

1. Labor Day Pool Party: Monday, September 4, 2017, starting at 5:00 PM. Hot dogs, condiments, and soft beverages will be hosted by the Association. Please bring a potluck dish to share and beverages. Family members are welcome. Contact Debbie Pasquali or Cindy Conley for more information.
2. The next Board of Directors Business Meeting: September 12, 2017, in the Clubhouse at 7:00 PM
3. Swimming Pool Closure: Sunday, September 17, 2017, at 9:00 PM
4. Submission of Self-Nominations for ETA Board of Directors Election: Friday, October 20, 2017, by 5:00 PM
5. The Next HOA Quarterly Meeting: Tuesday, October 24, 2017, in the Clubhouse at 7:00 PM

The meeting adjourned at 8:30 PM.

JoAnn Wilson, Secretary [etasecretary@email.com](mailto:etasecretary@email.com)

**EDGEWOOD TOWNEHOUSE ASSOCIATION**  
**Board of Directors Quarterly Open Forum Business Meeting**  
*Preserve – Restore – Maintain*  
Tuesday, July 25, 2017

The third 2017 ETA Quarterly Meeting was held at 7:00 PM on Tuesday, July 25, 2017, in the Clubhouse. Attendees included 15 homeowners, members of the ETA Board, and the ETA Facilities & Operations Manager. The Board's President, Bruce Trafton, offered opening comments on the spirit of volunteerism at ETA. He acknowledged Cindy Conley, who has graciously volunteered to serve as Hospitality Coordinator, and Dan Goodlett, the new highly qualified ETA Web Designer and Web Master. New homeowners were mentioned and those present were introduced.

ETA Treasurer Michele Coney invited any homeowners desiring financial statements through June 2017 to email her and she will provide a copy.

The meeting was then opened up for other questions and comments. They are summarized below:

- A homeowner expressed concerns about potential website redevelopment expenses as outlined in the July 2017 FYI. The data reported were from a series of website developer interviews conducted by Frank Gaddini, ETA Facilities & Operations Manager. The interviews were held just prior to our new website coordinator coming on board. Homeowner Dan Goodlett has extensive professional experience in website development and maintenance. He will be present at the August 2017 Board meeting to begin planning the redevelopment with the Board. He has already looked at getting a new domain name.
- A concerned homeowner described a recent experience with emergency personnel having some difficulty in rapidly identifying the location of their townhouse front door. Possible solutions included additional signage, perhaps including a map of the development with townhouse numbers on it.
- An attendee spoke about late night noise in the vicinity of the townhouses along Brae Burn Creek.
- Another attendee spoke of dog droppings and cigarette butts on the grounds and wondered if these annoyances were due to individuals not residing in Edgewood Townehomes.
- A homeowner expressed concern about security and asked about the possibility of using security cameras. Another homeowner mentioned using motion detectors on exterior lighting.
- A homeowner asked about professional review of trees on the property. Frank Gaddini responded that an arborist had identified 27 potentially problematic trees after the December 2016 ice storm. They have been prioritized and there is a plan to deal with all of them; 21 of the 27 have already been addressed.
- Debbie Pasquali inquired about interest in a party / potluck when the pool closes on Sunday, September 17, 2017. Interested persons should contact her, Cindy Conley, or Raurie Ascher.
- Bruce announced that the unpaid HODs on 2 foreclosed properties, including penalties and processing fees, have been entirely recouped. One of the properties is reoccupied with a new family.

President Bruce Trafton adjourned the meeting at 8:00 PM Ice cream sandwiches were provided as refreshments.

Secretary, JoAnn Wilson  
[etasecretary@email.com](mailto:etasecretary@email.com)

**Looking Back Over July 2017**  
**Facilities and Operations**  
**Report**

*Frank L. Gaddini,*  
[etadirector@email.com](mailto:etadirector@email.com)

July was a perfectly "hot" month. Weather was absolutely gorgeous as marine clouds in the morning evaporated away each afternoon to bring us boundless sunshine. Interestingly, July was dry. A little less than one quarter inch of rain fell throughout the month.

During July, we recorded and completed one-hundred-twenty-three (123) jobs. Doors continued to be our focus. Three exterior passageway doors were installed between garages and patios; as well as four overhead garage doors at 1, 9, and 141 Westbrook Way, and 70 Brae Burn Drive.

In July, we continued with our continued to clean-up after the memorable December 14, 2016 Ice Storm. We collected and disposed sixty-five (65) yards of downed branches and decaying leave materials during the month. Much of this work was performed along the Brae Burn corridor. We also rented equipment to mow rough areas along the creek walkways.

During the month, we installed two new outdoor globe area lights. One light west of 135 Westbrook Way and the other one at the parking bay in front of the Clubhouse. Another project we completed was the re-lamping of the Clubhouse. All of the thirty-six (36) lamps in the Clubhouse have been replaced with the highest efficiency LED lamps. On average, each lamp consumes approximately 4 watts of energy. The new lamps should last up to ten years.

We also replaced two of the original irrigation valves installed when Edgewood Townehouses were built. These valves performed well for over 47 years. We believe the valves failed due to warping as a result of the sustained freeze that gripped us this past January.

