

The FYI

A Private Residential Community

Newsletter for the Edgewood Townhouse Association

MESSAGE FROM THE BOARD

*Preserve. Restore. Maintain.**Christine Donahue, President, Edgewood Townhouse Association*etapresident@email.com

October is an important month for ETA homeowners.

Our Annual Business Meeting is on October 23 at 7pm in the Clubhouse. An important part of the agenda will be the election Board Members. Each year three Board Members' terms expire and this year we also have a vacant seat to fill. Included with this FYI is a list of the declared candidates as of the date of this publication. Each of the three incumbents has volunteered to serve for another three-year term. Nominations for the Board will be accepted from the floor at the Annual Business Meeting only if the nominee is present and accepts the nomination.

Your Board Members are nine volunteer homeowners who oversee the management of nearly 12 beautiful acres, 19 buildings, and infrastructure of our Planned Unit Development (PUD) with a part-time professional Facilities Manager. We have a unique property here in South Eugene and it requires diligent stewardship to maintain and sustain the special qualities we all value.

Many homeowners have served on the Board over ETA's 47-year history. In the first two decades not many repairs and restoration projects were needed. In its third and fourth decades many maintenance and repair issues began to be identified. Some of those repairs were addressed; some were not. The deferred repairs were left for future boards to struggle with. Today, ETA is in its fifth decade, and the urgency for deferred repairs and restoration has continued to increase. The importance of our mission statement, "preserve, restore maintain," has become more visible, pressing, and crucial.

It is natural for an organization like ours to have regular turnover on the Board. New members bring fresh perspectives and problem-solving skills to the Community. I joined the Board three years ago; three of my colleagues from 2015 continue to serve. The newer members have brought even more realistic oversight and creative energy to your dedicated volunteer Board of Directors. We each take our volunteer responsibility very seriously. Like all of you, we are homeowners too. We all share the interests in preserving and enhancing our investments in our homes and our community.

Previous Boards have faced difficult decisions to meet the needs of our aging facilities and infrastructure. The current Board has worked very hard to develop the proposal we unanimously adopted at the October 9 Board Business Meeting to present to the Association a motion for a vote on November 13, 2018 to approve a 47% increase in base homeowner dues. We believe this plan will provide the stability and sustainability needed to address the repair and restoration projects for the fiscal years 2019-2024. We also feel this plan will help provide stability and sustainability for homeowners' budgets. We ask for your support on the motion to approve a 47% increase in base homeowner dues at the Special Budget Approval Meeting on Tuesday, November 13, 2018. Learn more and attend the Open Forum Budget Information Meetings on Tuesday, October 30, 2018 and Tuesday, November 6, 2018.

Please join your neighbors at the Annual Business Meeting on October 23 to vote for Board Members and to ask the Board questions on any matter of importance to you.

UPCOMING EVENTS

2018 Annual Open Forum Business Meeting and Election of Board Members:

Proxy Ballots included on Page 4

Tuesday, October 23, 2018 at 7 pm in the Clubhouse

Special Open Forum Budget Information Meetings

October 30, 2018 and November 6, 2018 at 6.30 pm in the Clubhouse

Next Regular Board Business Meeting and Special Meeting to Approve the Motion Proposing a 47% Increase in Base Home Owner Dues

Tuesday, November 13, 2018 at 6.30 pm in the Clubhouse

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Most Current Balance Sheet and Profit and Loss Statement will be available at the Annual Meeting

EDGEWOOD TOWNEHOUSE ASSOCIATION

BOARD OF DIRECTORS MONTHLY BUSINESS MEETING

Preserve – Restore – Maintain

Tuesday, October 9, 2018

Call to Order: The meeting was called to order at 6:30 p.m. Board members present were: Christine Donahue, President; Mary Ann Arnone, Darell Bidstrup, Dan Goodlett, Sharon Kimble, Michael Maulding, Don Pasquali, and JoAnn Wilson. Also present were Frank Gaddini, ETA Director of Operations and Facilities, and Budget Committee member Connie Hirsch. Nine homeowners were in attendance.

Approval of Minutes: A quorum of the Board approved the minutes of the regular Board Business meeting of September 11, 2018, as well as meetings of August 28, September 4, September 12, September 18, and September 25.

Standing Reports:

1. Facility Report: Submitted. Frank Gaddini discussed his monthly report of expenditures.
2. Treasurer's Report: Submitted. Don Pasquali gave information about addition to and balance of reserves; payment to Richards Remodeling and balance due; and payment to Ram Jack and balance due which should be paid off by the end of the year.
3. Website Coordinator: No report submitted.
4. Swimming Pool: No report submitted.
5. Clubhouse Coordinator: No report submitted
6. Hospitality Coordinator: Vacant volunteer position.
7. Welcome Coordinator: No report submitted

Old Business:

1. Appreciation Reception for Retired President Bruce Trafton: The appreciation reception was a great success, and a number of people gathered to greet Bruce and honor his service, including special guest Donald Churnside. Thanks to Mary Ann Arnone, who organized the reception, along with others who helped. Board members financed the reception themselves and were reminded that contributions could still be given to Mary Ann.
2. FY2019 Budget Planning
 - a. Rumors, Myths, and Dissension: Board and Staff gave examples of negative communications that have been circulated in the ETA and the larger community. The bottom line is that more homeowners need to attend Board meetings to hear discussions for themselves. Negative and untrue gossip not only hinders the process, it is hurtful to people and potentially damaging to reputations of affected people and organizations, including ETA.
 - b. Decision Time: Connie Hirsch provided revised and clarified models for the Board's consideration. She had rechecked all calculations a number of times, looked at history and took into consideration what was being spent in the past, and determined the amount needed for ongoing restoration projects. The Board conducted an extensive and thorough discussion of both models that have been presented to improve the financial position of the ETA, including the pros and cons of each along with homeowner input. The first model proposed a one-time 47% dues increase for 2019. The long-range planning in the first model proposed no special assessments and no further dues increases for several years, with the exception of a possible small increase in a later year of the plan. The second model proposed a special assessment each year, which might vary based on needs at the time, along with continuing four percent dues increases for each year. A motion

New Business:

1. Budget Oversight
 - a. Connie Hirsch, who is a credentialed accountant with years of experience and who has provided financial and planning reports to assist the board over the last several months, volunteered to attend every regular

Board business meeting to review financial statements. She discussed ETA current financial status; what is owed vs. cash on hand; and payables to cash ratio, which has been going down all year causing a cash flow shortage. More information will be available to homeowners at the October 23 quarterly meeting. Reports were handed out about spending for 2018 so far and a forecast for the rest of the year, and efforts are being made not to overspend. There has been zero spent over budget plan for the year, except for the months of July and August. Because of these efforts the Board now has a much better idea of where the ETA stands financially and is better able to plan for the future.

- b. Responding to homeowner concerns about budget accountability, the Board asked Frank to write a Budget Analyst position description. He discussed his first rough draft, which is the basis for this effort. Main topics in the draft are Leadership, Collaboration, Administrative, and Minimum Qualifications and Desirable Qualities. Work will be continued on creating this position, which should eventually require someone to work about eight hours a month. There is a budget line item for consultants, and this would be a one-year appointment.
2. Leaf Removal – Frank is gathering bids. Two companies have expressed interest, with one bid submitted so far. Another bid is expected by early next week. ETA spent \$958 per visit last year, and the first bid proposal is \$1,050 per visit. Leaf removal would be done by the contractor once each week for the rest of the year with the leaves taken off site, and some leaf removal would be done by our contract labor by blowing the leaves onto Brae Burn to be picked up by the City of Eugene, which is an approved city service.
3. Reading of Homeowner Letter(s) – Christine Donahue briefly summarized letters to the Board by nine homeowners to allow maximum time for budget discussion. All homeowner letters to the Board are carefully read and considered by all Board members. A letter was handed out to the Board from attorney Donald Churnside summarizing the legal opinion on two topics: the process required by the ETA CC&Rs for increasing homeowner dues; and the issue and scope of a special assessment as outlined in the CC&Rs. This second opinion was at the request of a homeowner.
4. Waivers – No waivers were requested this month.

Announcements:

1. Friday, October 12, 2018: Distribution to homeowners of 30-Day Notices for the FY2019 Budget Vote
2. Friday, October 12, 2018: Self-nominations for expiring and vacant Board seats in order to appear on ballot, due no later than 5:00 p.m., in the Clubhouse mailbox
3. Tuesday, October 16, Open Forum homeowner's meeting in the Clubhouse at 6:30 p.m.
4. Tuesday, October 23, 2018: The HOA Annual Meeting and Election of Board Members, in the Clubhouse at 7:00 p.m.
5. Tuesday, November 13, 2018—*Concurrent Meetings*: The next regularly scheduled Board of Directors Business Meeting and the Special Meeting on the motion to approve a 47% increase in base homeowner dues FY2019 Budget, in the Clubhouse at 6:30 p.m.

The meeting was adjourned at 9:10 p.m.

Sharon Kimble, Temporary Acting Secretary

September 2018 Facilities and Operations Report

Frank L. Gaddini, etadirector@email.com

This report is a review of work performed in September 2018. Looking back over the month, it is best described as hot, dry, and densely smoky; it saw the seasonal closing of the Pool Season on Sunday September 23rd; the stowing of all Pool Deck Furniture.

During the month, we recorded and completed ninety (90) jobs, and year-to-date, we have completed eight-hundred fifty-two (852) discrete jobs. Our headline jobs included the identification, excavation, and repair of the domestic water supply line for 148 Brae Burn; the stabilization of the boardwalk at 118 Brae Burn; and the replacement of three domestic water supply valves at 140, 150, 160 Westbrook Way. EWEB assisted us with rebates on the cost of the three water supply valves and new insulated water valve control boxes.

Other work included painting speed bumps, pressure washing walkways along Brookside and the west end of Westbrook Way, the de-construction of the four-light-pole-standard at 35 Westbrook Way; as well as routine Clubhouse sanitation and Pool management.