

# 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](mailto:etapresident@email.com)

Congratulations all of us in the ETA Community on facing reality and stepping up to our serious repair and restoration needs! The approval of the special assessment means we are taking a big step forward in preserving and enhancing our individual and collective investments in our unique and beautiful 12 acres.

Our pool season this year is Friday, June 14th through Sunday, September 22nd. Our pool is a multigenerational recreational facility serving residents and their guests of all ages. The pool will be open 9 AM to 9 PM daily for 100 days this year. That adds up to 1,272 hours to enjoy splash time.

If you plan on using the pool, please complete and submit a Pool Use Form. The Pool Use Forms are available just outside of the pool entry door. After reading the new form, sign it, keep one copy for your records (the yellow page), and submit the white page into the Clubhouse mailbox. Once we have your signed form, we will issue you the new code number to access the pool.

Remember to sign in when you enter the pool deck. The Sign-In Record is located at the entrance of the pool deck's gate. The State of Oregon and the Lane County Board of Health require us to keep records of pool users. For safety and security, it is important for us to know who and how many folks use the pool daily during the pool season.

Another important thing to remember is to *never, ever* swim alone. This is Oregon State Law and it is meant to save lives. Always bring a friend if you plan on swimming. Any person fourteen (14) years of age or younger must be accompanied by an adult or a person who is at least eighteen (18) years old or older.

There are other rules that apply to the pool, and you are encouraged to read them for yourself. The Pool Rules are posted in several locations on the pool deck and shower rooms at the Clubhouse, and of course, they are all stated in the Pool Use Form. All pool users must follow all of the Pool Rules. Please remember that the pool is a place to have fun, recreate, and socialize. It is a place where harmony, tranquility, and peace need to prevail. Also please remember, the pool is a multigenerational recreational facility. Be respectful, tolerant, and understanding of your neighbors' peaceful enjoyment of the pool.

## UPCOMING EVENTS

### Next Regular Board of Directors Business Meeting:

Tuesday, June 11, 2019 at 6.30 PM in the Clubhouse

### July Quarterly Open Forum Business Meeting:

Tuesday, July 23, 2019 at 7 PM in the Clubhouse

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## SPECIAL NOTICE

**Beginning on June 1, 2019 the \$1,000 Special Assessment for 2019 is due, either in full or in seven monthly installments of \$143.**

Sharon Kimble, Editor Email: [etaboardmember6@email.com](mailto:etaboardmember6@email.com)

## SPECIAL ANNOUNCEMENTS

**COMING SOON! An informational meeting for ALL residents to discuss plans-in-progress for Fire Season/Winter emergency preparedness and beyond.** The ETA Resident Safety committee wants to hear from you! Date and time TBA.

### Payment of Special Assessment

The \$1,000 Special Assessment for 2019 is due on June 1, 2019. The Special Assessment may be paid in full or in seven monthly installments. Some homeowners have chosen to pay the entire \$1,000 Special Assessment immediately.

If you choose to pay in monthly installments, your first installment of \$143 must be included with your June 1st homeowner dues (HOD). Your monthly HOD of \$345 plus your monthly installment of \$143 will be \$488. As with all assessments, if you are 30 days past due with your HOD, a \$25 penalty fee will be assessed to your account. Each month that your assessment is past due another \$25 penalty fee will be assessed until the past due month is paid in full.

### 2019 Pool Season

The pool will open on Friday, June 14, 2019 and close on Sunday, September 22, 2019. Homeowners wishing to use the pool must complete the pool application form and must read and follow pool rules printed on the application. Some of the rules are required by the State of Oregon and are enforced under the Oregon Revised Statutes, since our pool is governed by both state and private pool laws and guidelines.

## EDGEWOOD TOWNEHOUSE ASSOCIATION SECOND QUARTERLY BUSINESS MEETING OPEN FORUM

*Preserve – Restore – Maintain*  
Tuesday, April 23, 2019

The second 2019 ETA Quarterly Meeting was opened at 7:00 PM on Tuesday, April 23, 2019, in the Clubhouse. Over thirty homeowners attended. ETA Board members attending were: Christine Donahue, Mary Ann Arnone, Darell Bidstrup, Dan Goodlett, Sharon Kimble, Michael Maulding, Aggie Picard, and JoAnn Wilson. Merryn Gregory was excused. Also present was Frank Gaddini, ETA Director of Operations and Facilities.

Christine Donahue welcomed the homeowners attending and recognized a homeowner (35WW) who'd asked to read "Sometimes There Is a Day," a poem by Naomi Shihab Nye.

The floor was then opened up for questions and comments. Major topics were as follows:

**ETA Directory:** Two homeowners (120WW, 118BB) voiced support for continuing to include homeowner email addresses in the ETA Directory. The Board had earlier decided not to do so. Christine said the Board would look at the issue again.

**Thanks:** The homeowner at 71WW thanked Frank Gaddini for all he does and his willingness to focus on a 1-year assessment rather than the 6-year plan, then thanked the Board, and thanked the ETA community for its support.

**Motion for a Special Assessment:** The homeowner at 27WW expressed skepticism about the estimated costs of the projects included and said until she sees specific bids on these jobs, she will vote no. She also commented on the work habits of workers

she observes on the property. The homeowner at 71WW said if there is a special assessment in 2020, it should be no more than \$1,000. The homeowner at 132BB commented that while recent homeowner complaints have resulted in things being done better, it's "not good to keep going no, no, no." She expressed support for the motion and closed by saying, "I live in the real world. I know what stuff costs. Please say yes." The homeowner at 2WW also voiced support for the motion saying, "I don't like paying for it but it's inevitable." Other homeowners expressed support of the motion (35WW, 120WW): "We can't afford fooling around anymore."

**Cigarette Smoke Drifting from Neighbor's Patio:** A homeowner asked the Board to address offensive cigarette smoke coming from an adjoining patio. Board Member Michael Maulding said if the smoking is on their patio, that is private property and the Board has no authority to regulate that. Several homeowners (39WW, 120WW, 35WW, 132BB) said that this is a matter to work out with the neighbor; one even offered to accompany the homeowner when she speaks to the neighbor.

**Homeowner Dues:** A homeowner (183WW) compared the dues she pays at ETA to those of her comparable, previously-owned townhouse in Colorado. ETA's dues are about \$50/month lower.

**Non-Residents Walking Through the Property:** Several homeowners (17WW, 27WW, 1WW, 24WW) commented on non-residents/trespassers walking through the property, sometimes with their dogs. They feel strongly that *only* ETA residents and their guests should do so and our signage should be changed to clearly state this is private property, no trespassing. Other homeowners (35WW, 132BB) said they enjoyed seeing the kids walk through, and while better signage might help, someone who wants to be here is going to be here.

**Financial Reports:** The homeowner at 27WW commented about not receiving a reply to two emails to the Board requesting financial information.

**Obtaining Bids from Contractors:** Board member Mary Ann Arnone spoke about the research she's done thus far on the bid practices of other HOA boards. Mary Ann is one of the members of the newly formed Board committee on Best Practices in Bidding. The other committee members are Merryn Gregory and Aggie Picard. Treasurer Dan Goodlett will serve in an advisory capacity and Michael Maulding will sit in when he is available. Frank Gaddini will attend the committee meetings but will not have a vote.

**Update from the Emergency Preparedness and the Creek and Grounds Clearing/Fire Prevention Committees:** Ilana Sophia and Ingrid Wendt, the respective chairs of these committees, gave a brief update of their activities. They, along with other ETA homeowners, will be attending Wildfire Community Preparedness Day on May 4th at the Hilyard Community Center. Both committee chairs are busy lining up resources and possible speakers. Ilana is coming up with a plan for emergency preparedness, including co-captains around ETA to assist and reach out to homeowners and window signs which homeowners can use in the event of an emergency to indicate if they are fine or need assistance. Ingrid is making connections with other area HOAs and is hoping to get a representative of the Upper Willamette Soil and Water Conservation District here to tour the Brae Burn creek and to address potential fire hazards. Thanks to both these committee chairs for their energy and enthusiasm!

The meeting was adjourned at 8:50 PM. A variety of refreshments was served after the meeting, including a birthday cake. Two of the homeowners were celebrating April birthdays.

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

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## EDGEWOOD TOWNEHOUSE ASSOCIATION VOTE ON THE MOTION TO APPROVE A SPECIAL ASSESSMENT

*Preserve – Restore – Maintain*  
Tuesday, April 30, 2019

**6:30-7:30 PM: Voting Period for Motion to Approve a Special Assessment of \$1,000.** Thanks to Camilla Pratt, Past ETA President, and homeowner Patti Murphy for agreeing to check in all the members and issue the ballots.

**Call to Order:** The meeting was called to order at 7:00 PM by Vice-President Darell Bidstrup. Other Board members present were: Mary Ann Arnone, Dan Goodlett, Merryn Gregory, Sharon Kimble, Michael Maulding, Aggie Picard, and JoAnn Wilson. Christine Donahue was excused. Also present was



*First Special Assessment Check Received!*

Frank Gaddini, ETA Director of Operations and Facilities, who set up the room and got refreshments. Darell Bidstrup welcomed everyone and asked if there were any questions about the motion. No questions were asked from the floor. Darell encouraged everyone to enjoy the refreshments until the voting closed and if any questions arose, to

ask a Board member.  
Voting was closed at

7:30 PM. Homeowners Raurie Ascher, Liz Dunker, and Janet Green counted the ballots.

### **Results:**

The election results were announced by Board Secretary JoAnn Wilson. Seventy-four homeowners voted in person or by written proxy, 82% of the 90 members. Of the 74 ballots cast, there were 65 "yes" votes (88%) and 9 "no" votes (12%). According to the CC&Rs, a quorum is 60% of all votes of membership (Article III, Section 5), and the motion must pass with the assent of two-thirds of those voting in person or by written proxy (Article III, Section 4). The motion passed with overwhelming support.

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

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## EDGEWOOD TOWNEHOUSE ASSOCIATION BOARD OF DIRECTORS MONTHLY BUSINESS MEETING

*Preserve – Restore – Maintain*  
Tuesday, May 14, 2019

**Call to Order:** The meeting was called to order at 6:30 PM by Board Vice-President Darell Bidstrup.

**Board members present were:** Mary Ann Arnone, Darell Bidstrup, Don Goodlett, Merryn Gregory, Sharon Kimble, Michael Maulding, Aggie Picard, and JoAnn Wilson. Christine Donahue was excused. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Four homeowners were in attendance.

**Approval of Minutes:** All Board members attending approved the minutes of March 23, 2019; March 26, 2019; April 2, 2019; and April 9, 2019.

**Financial Report:** Submitted

**Facility Report:** Submitted

### Coordinator Reports:

- Website coordinator: None submitted
- Swimming Pool: Closed. Angie Call has agreed to serve as coordinator for the 2019 pool season.
- Clubhouse Coordinator: None submitted
- Hospitality Coordinator: None submitted
- Welcome Coordinator: None submitted. In the future, Frank Gaddini suggested that the following items be distributed to new homeowners: the current year's approved budget, the buyer-seller packet, an emergency contact list, insurance information, the current rules and guidelines, and a zone map.

### Committee Reports:

- Budget: Meetings will begin in June
- Fire Prevention/Creek and Grounds Clearing: Committee Chair Ingrid Wendt announced that a representative of the Upper Willamette Soil and Water Conservation District will be here to look at Brae Burn Creek on Thursday, May 23, 2019 with Committee members. The president of the Edgewood West Park Association will also be there.
- Emergency Preparedness: Committee Chair Ilana Sophia announced that an informational meeting for all residents will be scheduled soon. The topic of the meeting is plans-in-progress for the Fire Season/Winter emergency preparedness and beyond.

### Old Business:

1. **Board Team-Building Session:** Board members met off-site for a no-host team-building session on Saturday, May 4<sup>th</sup>, at 11:00 AM. Everyone agreed that it was a fun and unifying event. No business was conducted.
2. **Board Committee on Best Practices in Bidding—First Steps:** Committee members Merry Gregory, Aggie Picard, and Mary Ann Arnone will set up the initial meeting soon. The committee will select a chair and outline goals and tasks. Michael Maulding will attend the meetings when he is available and Treasurer Dan Goodlett will provide technical assistance. Frank Gaddini will also attend the meetings but will have no vote.
3. **Pest Control Update:** Frank Gaddini reported that a pest control contractor has been hired to eliminate a rodent infestation. Several homeowners with birdfeeders have contacted Frank directly to say they are removing their feeders to help eliminate food for rodents. Frank also reported that a contractor has been hired to abate carpenter ants on the property.
4. **ETA Directory—Format and Process:** Based on input from some homeowners, the Board is reconsidering the format and data collection process for the 2019 ETA Directory. ETA currently has an optional form for homeowners to list information needed in case of emergency. This form could be utilized as a kind of census of homeowners, to be retained in the ETA office in a secure location and used for official HOA communications. The form could also be revised to permit homeowners to choose what personal

information, if any, they'd like included in the ETA Directory. In other words, homeowners would "opt-in" rather than "opt-out," which has been past practice. The Board will continue the discussion at its June 2019 business meeting.

### 5. 2019 Special Assessment:

- a. **What We Learned:** Board members mentioned a number of lessons from the 2019 Special Assessment process including the following: homeowners like specific information about the proposed projects; the tours and slide shows were important ways to inform homeowners about the specific projects as well as helping homeowners to understand that this is their property, too, and we are all responsible for it.
- b. **Moving Ahead:** Frank Gaddini said he had begun setting up meetings with bricklayers for the chimney project and with concrete contractors for sidewalk replacements. All projects will be completed in FY2019.
- c. **Collections Process:** There has been some confusion about the collections process. The approved motion called for the \$1,000 special assessment, "To be paid up front or in monthly payments." The first payment is due June 1, 2019. It may be paid as a single payment of \$1,000 or in seven monthly payments of \$143. If the homeowner chooses to pay on a monthly basis, the payment is subject to the \$25 late fee just like the current monthly assessment/homeowner dues (HOD) of \$345.
- d. Treasurer Dan Goodlett reported that 15 homeowners had already pre-paid the entire \$1,000 assessment. Monies will be kept in a separate account.

### New Business:

1. **Waivers:** No waivers were received.
2. **2019 Pool Season—Form Review and Start/End Dates:** Board members reviewed the 2018 Pool Rules and approved them as written for 2019 with a small change in the order of the two existing sentences about diving (Item 14). Pool season is typically 100-105 days and the approximate daily cost to keep the pool open is \$66. Board members decided to open the pool on Friday, June 14, 2019, and close it on Sunday, September 22, 2019. This is a total of 100 days.
3. **Preparing for FY 2020 Budget:** Frank Gaddini plans to meet during day-time hours in June with Budget Committee member Connie Hirsch to generate some ideas. The Budget Committee will look at increases (e.g., EWEB, material costs, insurance), and use the six-year plan to develop the next group of repairs to include. The Board can then begin to determine priorities.

### Announcements:

1. The next regularly scheduled Board of Directors Business Meeting: Tuesday, June 11, 2019, in the Clubhouse at 6:30 PM.
2. The next HOA Quarterly Open-Forum Meeting: Tuesday, July 23, 2019, at 7:00 PM in the Clubhouse

3. The pool will open on Friday, June 14, 2019, and will close on Sunday, September 22, 2019.

**Adjournment:** The meeting was adjourned at 9:11 PM.  
JoAnn Wilson, Secretary. Email: [etasecretary@email.com](mailto:etasecretary@email.com)

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## Looking Back Over April 2019 Facilities and Operations Report

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

Looking back over the month of April, Edgewood Townhouses can be described as "wet." A micro-burst of rain on Monday, April 8th, surged down the Brae Burn Creek as super-saturated soil was unable to absorb any more water. On a positive note, the month was also dripping with color as most of our trees and shrubs bloomed in beautiful shades of greens, reds, yellows and whites throughout our rhododendrons and azaleas.

April, the fourth month of the year, is often considered the second month of spring in the northern hemisphere. The name *April* is rooted in the Latin *Aprilis* which is derived from the Latin *aperire* meaning "to open" which could be a reference to the opening or blossoming of flowers and trees, a common occurrence throughout the month of April and especially at Edgewood Townhouses.

Rainfall did not slow down our maintenance though. We recorded and completed 52 maintenance and repair jobs in April. Interestingly, 46 percent of our work was engaged in the February 25th Super Snow Storm. Our contract laborers continued collecting branches and limbs throughout the creek banks, staging the debris along parking bays and driveways, while Medallion Landscaping collected these piles and disposed approximately sixty yards of tree debris. Rose Tree Service managed the abatement of hazardous tree limbs and entire trees throughout our northwest area, or Zone 6, and throughout the corridor that leads to the Clubhouse. For homeowners interested in wood to burn, we have stacked oak rounds and limbs on the corner of Brae Burn and Brookside Drive. Please take as much as you like.

Another facility restoration project was driven by a property transfer. The building inspection at 106 Brae Burn Drive discovered rot in the patio party wall between this unit and 100

Brae Burn. After inspecting the site, it became clear that water had leaked into the party wall and was the source of the damage. We assembled our contractor and deconstructed, disposed all damaged siding, and restored the entire portion of the patio party wall. We also replaced all the gutters and downspouts which had rusted and leaked water down the building's siding.

Three unexpected projects also arose. The first was the flooding of Driveway 8 at the corner of Brae Burn and Brookside Drives. The driveway's basin backed up perilously, lapping up almost into the garage at 170 Brookside. RotoRooter responded and cleared the basin and drain line. The second incident was the backing up of the sewage line at 1 Westbrook Way. RotoRooter again responded and hydrojetted the sewer line. The third incident was the deterioration and delamination of the passageway door at 40 Brae Burn Drive. We removed the door, re-framed the opening, and re-sided the area with sheathing.

In our normal course of work we replaced two sets of gutters and downspouts at 57 and 121 Westbrook Way as preventative maintenance, and of course our lawns and weeds were growing at an astoundingly fast pace during the month. Our crew of three student contract laborers could barely keep up with mowing, clearing our rough areas along the creek, weed-eating, and mowing our cultivated lawns. The explosion of rapid growth of the flora nearly overwhelmed us.

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### EDGEWOOD TOWNEHOUSE ASSOCIATION BOARD OF DIRECTORS EMAIL ADDRESSES


Homeowners interested in emailing the Board with matters that regard the Association may contact any Board member at the following email addresses.

Christine Donahue [etapresident@email.com](mailto:etapresident@email.com)  
Darell Bidstrup [etavicepresident@email.com](mailto:etavicepresident@email.com)  
Dan Goodlett [etatreasurer@email.com](mailto:etatreasurer@email.com)  
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**The Three Currently Common Seasonal Pests at Edgewood.** Within the last two months there has been an outbreak of pest incidents in our community, from benign to malignant.

1) **Sugar ants are the first in our lineup.** These pesky insects invade our kitchens looking for food. Generally, they are harmless to humans and property, although invasive. You can purchase over-the-counter products like "Taro" which works well managing sugar ants.

2) **Next are carpenter ants.** Carpenter ants are invasive too, and, although non-threatening to human, they are damaging to property. Carpenter ants are distinctively large and very black in color. If you notice these types of ants in your home, please call our Facility Manager at 541-915-2524 and report the incident. We will manage the abatement of carpenter ants. 

3) **The third pests are rodents.** This level of pest is clearly a risk factor for human health. Rats are opportunist and seek food. Limit their food supply by keeping your waste collected and recycling containers closed. Avoid leaving pet food and bird seed accessible to unwanted visitors. If you observe rodents, please contact us, and we will manage abatement of rodents. 