

# 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)

November is the month Americans celebrate Thanksgiving with friends and family to feast on the bounty of the autumn harvest. We are fortunate in Eugene to have easy access all year to locally produced, healthy foods to nourish our bodies and minds. After all, we are what we eat.

Continuing on the subject of thanks, congratulations and thank you to the ETA community for voting 'yes' on the 2020 Special Assessment. It is important for us to continue addressing the critical repair and restoration needs of our nearly 50-year-old buildings and infrastructure. It also enhances our individual investments in our homes. And thank you for re-electing two incumbents and one new Board member. It is important for us to have a full nine-member Board to make the necessary decisions to effectively meet our responsibilities to the ETA community.

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The beautiful lighted sign on the rockwork monument at Willamette and Brae Burn has been installed. This project, recently completed, has been underway for a while and required special tools and skills. Special thanks to Frank Gaddini and to all who helped.

The volunteer Hospitality Coordinator position has been vacant since July. As a result, we do not yet have our traditional Holiday Potluck planned. If someone or a group would be willing to volunteer to take on this important event, please let us know.

We have made good progress on the projects funded by the 2019 Special Assessment. Some projects have been successfully completed. The weather has not always cooperated (how very Oregon!), so some things are delayed. Planning, scheduling, and bids have begun for the work funded by the 2020 Special Assessment.

I want to again remind everyone that the *FYI* is an official ETA publication and includes the thorough and complete minutes of every Board meeting. The Board also communicates with homeowners by email from the *ETA mail.com* account, and sometimes we deliver letters and/or information notices to every home address. Any homeowner is welcome to attend the monthly second Tuesday Board Business Meetings and to listen to our deliberations on agenda items. It is everyone's individual responsibility to stay informed. If you decide not to read ETA information, that is your personal choice. But don't say you weren't told. Telling you this, Dear Readers, is preaching to the choir, since you are reading the *FYI* and staying informed. For that I (and the Board) sincerely thank you.

Your volunteer Board of Directors appreciates the messages from homeowners expressing support and understanding of Board responsibilities. We are all homeowners here and feel a responsibility and commitment to our homes and to our very special nearly 12 beautiful acres in South Eugene. We continue to work on creating a stable and sustainable future for ETA.

All of us on the Board wish you a happy and healthy 2019 Thanksgiving.

### SPECIAL NOTICE

Beginning on January 1, 2020, Monthly Home Owner Dues will increase to \$359 per month.

### UPCOMING EVENTS

All meetings begin at 6:30 PM in the Clubhouse unless otherwise stated

**Next Regular Board of Directors Business Meeting:**  
Tuesday, December 10, 2019

**Next HOA Quarterly Open Forum Business Meeting:**  
Tuesday, January 28, 2020

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Board Email Addresses

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**EDGEWOOD TOWNEHOUSE ASSOCIATION  
ANNUAL OPEN FORUM BUSINESS MEETING**

*Preserve • Restore • Maintain*

October 22, 2019

The 2019 Open-Forum Annual Meeting was held October 22, 2019, at the Clubhouse. Board members present were: Christine Donahue, Mary Ann Arnone, Darell Bidstrup, Dan Goodlett, Merryn Gregory, Sharon Kimble, Michael Maulding, Aggie Picard, and JoAnn Wilson. Also present was Frank Gaddini, ETA Director of Facilities and Operations.

Sign-in began at 6:30 PM. Thank you to homeowners Camilla Pratt and Patti Murphy for conducting this important phase of the meeting.

- I. **Call to Order:** The meeting was called to order by Board President Christine Donahue at 7:00 PM. Opening comments were offered by Marilyn Cohen, wife of long-time Edgewood resident Peter Moulton who recently died. She spoke of Peter's appreciation for living at such a caring and sharing community and of the Pete Moore Hospice House which provided a compassionate and peaceful setting at the time of his death. Marilyn added that, following his specific request, she had brought cake for everyone to enjoy after the meeting.
- II. **Financial Report:** ETA Treasurer Dan Goodlett gave the financial report.
- III. **Motion of Special Assessment for Planned Repair Projects in FY2020: Discussion and Vote.** The Motion read, "To adopt a Special Assessment for Planned Facility Repairs in Fiscal Year 2020 of \$1,200 per lot in one payment due on January 1, 2020, or in equal payments of \$100 per month." The planned projects comprise carpentry, roof, groundwater, paint, and concrete repairs. Several homeowners (117WW, 169WW, 54WW) objected to the expense of the projects and the process for identifying costs. Several other homeowners (120WW, 35WW, 183WW) mentioned sub-standard work performed in the past, expressed support for the projects, and said everything had been clearly and carefully accounted for.
- IV. **Election of Board Members:** Two incumbent Board members, Aggie Picard and JoAnn Wilson, gave brief candidate statements. Board member Mary Ann Arnone had chosen not to run for reelection. Prior to the meeting, no nominations were received

to fill the seat, but homeowner Larry Kenton was nominated from the floor and he agreed to serve if elected. Larry gave a brief candidate statement.

- V. **Open Forum:** After some final casting of ballots, Christine Donahue announced that voting on the Motion and Board member election was closed and asked the volunteer vote counters to come forward. Beatrice Halada, Ingrid Wendt, Marilyn Cohen, and Susan Klein volunteered to count votes. There were separate, two-person teams for the Motion and the Board member elections plus a volunteer Board member supervising both teams. The counting was conducted in different areas. The Open Forum ensued and afterwards everyone chatted informally, ate, and waited for the results.

**VI. Results of Vote on Motion for Special Assessment and Election of Board Members:**

- **The Motion of Special Assessment:** 47 Yes; 21 No. *The Motion passed.* (Note: According to the CC&Rs, Article IV, Sections 4 and 5, a quorum for such actions is 54 [60% of 90] and the motion is approved with 2/3 assent of homeowners voting in person or by written proxy.)
- **Election of Board Members:** Larry Kenton, Aggie Picard, and JoAnn Wilson were elected to three-year terms, which begin January 1, 2020.

**Adjournment:** The meeting adjourned at 8:30 PM

JoAnn Wilson, Secretary  
Email: etasecretary@email.com

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**EDGEWOOD TOWNEHOUSE ASSOCIATION  
BOARD OF DIRECTORS MONTHLY BUSINESS  
MEETING**

*Preserve – Restore – Maintain*

November 12, 2019

**Call to Order:** The meeting was called to order at 6:32 PM.

**Board members present were:** Christine Donahue, Mary Ann Arnone, Darell Bidstrup, Dan Goodlett, Merryn Gregory, Sharon Kimble, Michael Maulding, Aggie Picard, and JoAnn Wilson. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Board member-elect Larry Kenton was the only homeowner to attend.

**Approval of Minutes:** The minutes of September 18, 2019, and October 8, 2019, were unanimously approved as amended.

**Financial Report:** Treasurer Dan Goodlett gave the Financial Report. Total YTD spending of the 2019 Special Assessment is \$43,756. All Planned Repair Projects funded by the \$90,000 assessment will be completed by the end of FY2019. No Special Assessment monies may be used for operating expenses. Total YTD unplanned expenses (emergency maintenance; pool; property transfers; and January 2019 snow storm damage) are \$98,965.

**Coordinator Reports:**

- Website coordinator: None submitted
- Swimming Pool: Closed
- Clubhouse Coordinator: None submitted
- Hospitality Coordinator: We are still seeking a volunteer for this position.
- Welcome Coordinator: None submitted. Larry Kenton said he would continue in the role when his term on the Board begins.

**ETA Safety Committee Report:** Safety Committee Co-Chair Ilana Sophia has resigned from the Safety Committee, but her co-chair, Ingrid Wendt, has agreed to continue as Chair and Aggie Piccard, Board liaison to the Safety Committee, has agreed to continue in that role. Ingrid was unable to attend but in an email to the Board reported that all homeowners have now received a red safety packet and more packets remain for future newcomers. Ingrid is currently researching the possibility of having the Northwest Youth Corps fireproof the ETA grounds.

**Facility Report:** Submitted

**Educational Minute:** Frank Gaddini reviewed the applicable CC&R on penalties (Article IV, **Covenant for Maintenance Assessments**, Section 8) which reads, *“Assessments not paid when due shall be delinquent. Any assessment not paid within 30 days after the due date shall be assessed a penalty consistent with a policy and rule adopted by the Board of Directors of the Association. Such penalty shall not exceed ten percent (10%) of the assessment.”* The current penalty amount set by the Board is \$25 and it accrues monthly. The Board can waive the penalty if it chooses, but former boards have not done so and have always collected the full amount. The Board usually files a property lien on the 91<sup>st</sup> day; \$100 processing and satisfaction fees apply.

**Letter to the Board:** President Christine Donahue distributed a hard copy of a homeowner (117WW) letter that was read aloud at the October 22, 2019, Annual Meeting before the vote was held on the Motion of a

Special Assessment for FY2020 for Planned Facility Repairs. Board members discussed particulars raised by the homeowner regarding repairs promised and subsequently made to their townhouse and the homeowners’ belief that their suggestions make no difference. Board members discussed various ways to involve and inform all ETA homeowners.

**Ancient Business**

1. **Monument Sign:** The Edgewood Townhouses sign has been mounted on the “Monument,” the rockwork monument at the corner of Willamette and Brae Burn. The sign had been stored in the Clubhouse for a number of months until some rock work could be accomplished. Thanks to Frank Gaddini and the volunteer homeowners for getting it done.

**Old Business:**

1. **Notices: FY2020 Special Assessment for Planned Facility Repairs and FY2020 Operations Budget Monthly Dues Increase:** President Christine Donahue said that a letter dated November 6, 2019, had gone to all Association members notifying them that the motion of a special assessment for FY2020 was approved during the Annual Meeting on October 22, 2019. The special assessment is \$1,200 per lot, which may be paid in one payment due on January 1, 2020, or in equal payments of \$100 per month. In addition, the FY2020 Operations Budget has been increased by 4%. Therefore, the HOD will increase to \$359 per month.
2. **ETA Census Update:** Secretary JoAnn Wilson described the painstaking process of entering the data into a spreadsheet, a project she and Frank Gaddini have begun. JoAnn will be contacting homeowners if clarifications are needed, and a follow-up mailing will go to the 27 non-respondents before the end of the year. If the homeowner chooses not to respond after the second mailing, the updated ETA Directory will list the homeowner name and address *only*.
3. **Parking: Developing a Comprehensive Parking Policy.** The Board discussed various ways that ETA parking policy could be developed in addition to the vehicle hang-tag program, a program that some homeowners ignore. According to the CC&Rs (Article IX, **Use Restrictions**, Section 9), all designated parking spaces are part of the Common Area and parking in front of garages or in the driveways or alleyways is prohibited. One idea is having a fixed number/percent of parking permits available for homeowners to rent on an annual basis. This has the advantage of raising some additional monies for the Association. The Board also

discussed fining chronic violators and perhaps towing as a last resort. All these ideas would require enforcement to work effectively. The Board will discuss developing a comprehensive program when it considers its FY2020 Goals in January. The remaining option would be simply to do nothing about parking.

**New Business:**

1. **Parking Waivers:** None submitted.
2. **EWEB Smart Meters:** As of this time, EWEB has installed smart meters at many but not all of the 90 ETA townhouses. Homeowners are notified by EWEB prior to installation and homeowners may opt-out if they choose. Some homeowners object on health or safety grounds. The Board takes no position except that it will assume no costs associated with relocating any adjoining smart meter(s) to which a homeowner objects.
3. **FY2020 Goal Setting: Getting Started.** The Board discussed possible goals for FY2020. In addition to developing a comprehensive plan for managing parking, ideas included changes to the *FYI*; ways of streamlining the process for homeowner requests/notifications to the ETA Director of Facilities and Operations; facilitating more homeowner input by adding a comment period at business meetings and/or adding extra open-forum meetings during the year; and soliciting homeowner input on whether they would prefer a dues increase in excess of the current 4% limitation instead of on-going special assessments.

**Announcements:**

1. The next regularly scheduled Board of Directors Business Meeting: Tuesday, December 10, 2019, in the Clubhouse at 6:30 PM.

**Adjournment:** The meeting was adjourned at 8:46 PM.

**Executive Session**

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

**October 2019 Facilities and Operations Report**

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

This report is a review of work performed in October 2019. October was, in a word, "moistureless." Crisper, cool days with plenty of sunshine marked our transition into autumn. Many of our trees were gently defoliating and we postponed activating our leaf management program until the end of the month.

October was moderately busy as we engaged in our seasonal transition towards winter. During the month we were extremely

productive, recording and completing eighty-nine (89) jobs, and year-to-date we have completed over 910 discrete jobs. During October nearly 50% of our work was in Zone 6 (our northwest corner).

Much of our work was engaged in routine seasonal maintenance activities including winterizing our irrigation systems, the beginning of our leaf management program, and the cooling of the pool water sufficiently to place our thermo blanket over the pool water surface.

However, we also engaged in major improvement projects, including the restoration of the patio walls at 143 Westbrook Way, exterior siding repairs at 140 and 148 Brae Burn; as well as re-roofing two flat roofs at 152 Brae Burn and 149 Westbrook Way.

The aftermath of installing sixty feet of new domestic water supply lines to 170 and 186 Brookside resulted in the removal of nearly thirty feet of a very mature Douglas fir tree. The Douglas fir was estimated to be around 100 years old. The root system inextricably intertwined around our domestic water supply lines and irrigation lines. The amputation of the tree's root system rendered the tree unstable and to an inevitable death. There was concern over the tree's future and its potential to affect severe destruction to 170 and 186 Brookside, as well as 190 and 198 Brae Burn; the decision to abate the tree was made after inspection, and in consultation, with certified arborists.

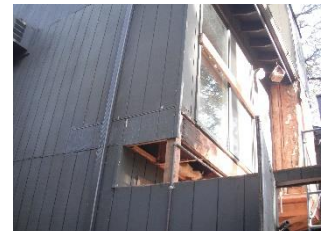
**EDGEWOOD TOWNEHOUSE ASSOCIATION  
BOARD OF DIRECTORS EMAIL ADDRESSES**

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)
- JoAnn Wilson [etasecretary@email.com](mailto:etasecretary@email.com)
- Mike Maulding [etaboardmember5@email.com](mailto:etaboardmember5@email.com)
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- Merryn Gregory [etaboardmember9@email.com](mailto:etaboardmember9@email.com)
- Frank L. Gaddini [etadirector@email.com](mailto:etadirector@email.com)



New Sign Installation



Dry Rotted Joist at 124BB

Dry Rotted Garage Door Lintel 118BB

