

The FYI

A Private Residential Community

Newsletter for the Edgewood Townehouse Association

MESSAGE FROM THE BOARD

Preserve • Restore • Maintain

Christine Donahue,

President, Edgewood Townehouse Association etapresident@email.com

We certainly continue to live in strange and unusual times as we face devastating wildfires in Oregon, Washington and California while also in the grip of a global pandemic. Close to home the losses of property and entire communities from the McKenzie fire are heartbreaking. The hazardous air quality and thick smoke have kept us worried and concerned for everyone's safety.

The ETA Safety Committee has reached out to all Edgewood households about fire safety. Radio and television stations regularly provide emergency alerts. If you are not already signed up to receive emergency alerts on your cell phone, here is how to do it. Go to the web site lanecounty.org and click on Emergency Preparedness. Then click on "AlertMe!" and sign up. You will receive emergency alerts for only Lane County.

I also want to remind everyone to always be prepared for an emergency. Have plenty of food and water on hand and have a "Go Bag" ready in case evacuation is necessary. Take medications, important papers, electronics, toiletries, a change of clothes, and some food and water. I hope never have to do this but it is prudent to be prepared.

On a more positive note, the Facilities Manager reported at the September 8 Board Business Meeting that all projects identified in the 2019 and 2020 Special Assessments budgets have been completed. This is a great accomplishment for our 50-year-old Planned Unit Development as the ETA Community does it best to "Preserve*Restore*Maintain" the 19 buildings and nearly 12 acres under our stewardship.

As you know, the Board has conducted all Business Meetings virtually on Zoom since the onset of the global pandemic. We have now made provisions for your listening participation in future Board meetings through a Zoom connection. Scheduled meetings and special meetings may be listened to by dialing a special telephone number or logging on to Zoom. You will receive information through a US Postal Service First Class mail letter to your home. Please follow the instructions detailed in the letter.

We are planning to hold the Annual Meeting in a safe and collaborative way so that we meet all the health and safety guidelines required by State and local authorities. We will vote on a vacant Board position and a motion for a Special Assessment for Planned Projects Budget in 2021. We will need community volunteers to work one- or two-hour shifts on Tuesday, October 27, as we hold voting all day in an outdoor setting to respect physical distancing guidelines. We will also use this as an opportunity for us to acknowledge the importance of the Golden Anniversary of our 50-year-old Planned Unit Development in South Eugene. More details regarding the annual meeting will be forthcoming. Please consider volunteering for a shift on Tuesday, October 27. We look forward to having Community members help us conduct the important business of Edgewood Townehouse Association.

The Facilities Manager reported at the September 8 Board Business Meeting that all projects identified in the 2019 and 2020 Special Assessments budgets have been completed.

CURRENT EVENTS

All meetings begin at 6:30 PM unless otherwise stated

Next Regular Board of Directors Virtual Business Meeting:
Tuesday, October 13, 2020

October Annual Open Forum Virtual Business Meeting:
Tuesday, Oct. 27, 2020 at 7 PM. Please see information about resident participation in this FYI edition.

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Sharon Kimble, Editor
Email: etafyieditor@email.com

**EDGEWOOD TOWNEHOUSE ASSOCIATION
VIDEOCONFERENCE: BOARD OF DIRECTORS
SPECIAL BUSINESS MEETING
FY 2021 BUDGET: OPERATIONS AND SPECIAL
ASSESSMENT FOR PLANNED PROJECTS**

Preserve • Restore • Maintain

August 17, 2020

Board members present were: Christine Donahue, Darell Bidstrup, Sheila Dorsey, Dan Goodlett, Merryn Gregory, Larry Kenton, Sharon Kimble, Michael Maulding, and JoAnn Wilson. Also attending was Frank Gaddini, ETA Director of Facilities of Operations. The purpose of the meeting was to discuss both the Fiscal Year (FY) 2021 1) Operations Budget and 2) Special Assessment for Planned Projects Budget.

The meeting was opened at 11:04 AM. Frank Gaddini summarized the previous week's budget meeting and asked if Board members were comfortable with the 4% Operations Budget proposal. Board members said they were and they were ready to vote. Board member Darell Bidstrup moved that, "The FY 2021 Operations Budget be increased by 4%. Homeowner dues for FY 2021 would be \$373 per month for an increase of \$14 per month." The motion was seconded by Sharon Kimble and unanimously approved.

The Board turned next to the topic of the Special Assessment for Planned Projects Budget. Frank Gaddini told the Board that one last foundation project needs to be added to the Five-Year Facility Maintenance Plan. It is at 139 WW and will be similar in scope to the recently completed foundation project at 150 BB, costing about \$15,000.

At this point in Board discussions, Frank left to meet with a bricklayer about the bricklaying project funded in the FY 2019 Special Assessment for Planned Projects Budget but not yet performed due to difficulties finding a contractor. The Board remained for a time to listen to some thoughts by Board member Darell Bidstrup regarding the many projects that need to be done at Edgewood, including not only those listed in the Five-Year Plan but also related to landscaping and creek maintenance. Darell said, "We should be planning for what the property really needs. We're not investing. We should look better than anybody else." Two ideas to address his concerns were 1) hiring a consultant to help us figure out all that needs to be accomplished, and 2) looking into getting a loan to cover the cost of doing all facilities repairs in one year. As currently written, the Five-Year Plan envisions total expenditures of about \$1.3 million. Board members were not ready to discuss these ideas at length but expressed their appreciation to Darell. The Board recessed at 11:45 AM.

The Board reconvened at 12:30 PM. There was considerable discussion about the FY 2021 projects in the Five-Year Plan. The estimated cost of all the projects identified for FY 2021 is \$186,100. That would be a Special Assessment for Planned Projects Budget of about \$2,068 per household, \$172 per month. While all the projects in the Five-Year Plan are considered a high

priority, the Board tentatively agreed, in the interest of keeping the cost of the proposed special assessment as low as possible, to designate the following projects as having the highest priority: three patio walls (121 WW, 147 WW, and 113 WW); one wooden walkway (118 BB); a groundwater improvement project (140-160 WW, front side); a roadway project (Driveway #4); a foundation project (139 WW); concrete projects (to be determined, \$15,000); and painting two entire buildings (1-11 WW and 17-31 WW). These proposed projects have an estimated total cost of \$132,150. The monthly Special Assessment payment per household would be about \$125. Several Board members were uncomfortable exceeding the \$100 per month Special Assessment amount currently being paid for FY 2020, expressing the belief that a greater amount would fail to win the approval of homeowners.

President Christine Donahue asked Board member Darell Bidstrup to summarize his ideas presented earlier now that Frank Gaddini had rejoined the meeting. After Darell did so and after some additional discussion, Christine said that given the time constraints, she felt that we needed to go forward with the Special Assessment for Planned Projects Budget FY 2021 Proposal but it was an important discussion that should be taken up again in the fall. Board member Merryn Gregory said she had a good feeling about immediate the priorities but not 10-20 years down the line and that the Reserve Study would help with that. Board members will meet again on Monday, August 24, 2020, at 1:00 PM by videoconference.

The meeting was adjourned at 1:30 PM.

JoAnn Wilson, Secretary, Email: etasecretary@email.com

**EDGEWOOD TOWNEHOUSE ASSOCIATION
VIDEOCONFERENCE: BOARD OF DIRECTORS
SPECIAL BUSINESS MEETING
FY 2021 BUDGET: OPERATIONS AND SPECIAL
ASSESSMENT FOR PLANNED PROJECTS**

Preserve • Restore • Maintain

August 24, 2020

Board members present were: Christine Donahue, Darell Bidstrup, Sheila Dorsey, Dan Goodlett, Merryn Gregory, Larry Kenton, Sharon Kimble, Michael Maulding, and JoAnn Wilson. Also attending were Frank Gaddini, ETA Director of Facilities of Operations, and Connie Hirsch, ETA Budget Committee member. The purpose of the meeting was to discuss the FY 2021 Special Assessment for Planned Projects Budget.

The meeting was opened at 12:59 PM. Frank Gaddini reviewed the Special Assessment for Planned Projects Budget in FY 2021 on the Five-Year Plan which have been tentatively identified. Board members surveyed the proposed projects on a walking tour which Frank conducted on August 20, 2020. To complete the projects would require a special assessment next year of about \$125 per month.

Board member Darell Bidstrup raised the ideas he'd expressed in the previous week's meeting, restating that he thought we should look at multiple options--bank loans, a consultant, a

management company. In the meantime, Darell suggests a “moratorium” until next year while we explore other options. Frank Gaddini replied that deferring for a year seems as irresponsible as prior boards have been. “The Board has a fiducial responsibility. Doing nothing is not a choice the Board has.” Darell acknowledged that the current Board is not going to vote for a moratorium but that what he suggests isn’t doing nothing. Board member Sheila Dorsey said she agreed we don’t know what level of special assessment the community would support whether \$100, \$125, or another monthly amount, but she commented that, “Paying is what we need to do. We’re a community.” She said that she would really like to see us find a way to paint all the buildings. Frank said the estimated cost to paint all of ETA’s buildings would be about \$250,500. Board member Merryn Gregory said while she understood the impetus for all the work to get done at once, doing it on a cycle makes it more sustainable. The Board continued to discuss doing all the painting at one time. Board member Michael Maulding, a long-time resident, said it had been at least 20 years since that happened. Budget Committee member Connie Hirsch suggested to the Board a modest assessment given current economic uncertainties but reminding homeowners what the cost would be if the Five-Year Plan were fully funded and that starting next year, the community will have to do something. Sheila said if the Board omits painting two buildings from next year’s special assessment budget, the monthly payment would be about \$100. That would give homeowners time to digest the fact that big expenses have been deferred and/or are coming up and time for the Board to investigate other options. The Board decided to continue its discussion at another special meeting, scheduled for Monday, August 31, 2020, at 7:00 PM, by teleconference. Prior to that meeting, Frank Gaddini will begin to inquire about loans and updating the bid(s) on painting all of ETA’s buildings.

Board member JoAnn Wilson asked Frank Gaddini to confirm for Board members what he learned in our founding documents regarding the following two questions he was previously asked to investigate: 1) Can Edgewood Townhouse Association seek a loan such as being discussed by the Board; and 2) Can the voting rights of homeowners be suspended when they have not paid their monthly dues and/or assessments. The answers are contained in *CCR, Article II, Property Rights*, and read as follows:

Section 1, Members’ Easements of Enjoyment: Every member of the Association shall have a right and easement of enjoyment in and to the Common Areas and such easement shall be appurtenant to and shall pass with the title to every assessed Lot; subject, however, to the following provisions: [Note: Paragraphs (a) and (b) do not pertain here and are therefore omitted.]

(c) The right of the Association, in accordance with its Articles and Bylaws, to borrow money for the purpose of improving the Common Areas and facilities and in aid thereof to mortgage said Common Areas facilities for such purposes, and the rights of any mortgagee in said properties shall be subordinate to the rights of the homeowners hereunder.

(d) The right of the Association to suspend any member's voting rights and/or rights to use of any of the recreational facilities owned by the Association, for any period during

which any assessment against said member's property remains unpaid; and for a period not to exceed thirty (30) days for each infraction of its published rules and regulations.

The meeting was adjourned at 2:30 PM.

JoAnn Wilson, Secretary, Email: etasecretary@email.com

**EDGEWOOD TOWNEHOUSE ASSOCIATION
VIDEOCONFERENCE: BOARD OF DIRECTORS
SPECIAL BUSINESS MEETING
FY 2021 BUDGET: OPERATIONS AND SPECIAL
ASSESSMENT FOR PLANNED PROJECTS**

Preserve • Restore • Maintain

August 31, 2020

Board members present were: Christine Donahue, Darell Bidstrup, Sheila Dorsey, Dan Goodlett, Merryn Gregory, Larry Kenton, Sharon Kimble, Michael Maulding, and JoAnn Wilson. Also attending were Frank Gaddini, ETA Director of Facilities of Operations, and Connie Hirsch, ETA Budget Committee member. The purpose of the meeting was to discuss the Proposed Special Assessment for Planned Projects Budget in FY 2021.

The meeting was opened at 7:04 PM. Frank Gaddini began by noting that the Board must decide what monthly dollar amount would be acceptable to homeowners as it seeks to identify the projects for the Proposed Special Assessment for Planned Projects Budget in FY 2021. To perform all the projects the Board had earlier identified as high-priority projects on the Five-Year Plan would require a special assessment of \$125 per month. Frank commented that if the Board chose to hold the monthly amount at \$100, many of the projects could still be performed. Board members have the dual responsibility of managing the property in a business-like manner that protects property values while also taking into consideration the uncertainties facing homeowners during the pandemic.

Frank Gaddini reported that he had not yet had an opportunity to gather specific information on getting a loan to perform all or some of the projects identified in the Five-Year Plan. Board members agreed that any loan we might get would be for FY 2022 or later and in the meantime, the Board needed to make a decision about the coming year.

The Board weighed whether to choose a special assessment for planned projects monthly payment of \$125 or \$100. Board members who favored increasing the monthly special assessment payment to \$125 mentioned the many projects that need to be performed, the rising costs of materials and labor, and a dislike of continuing to defer projects. Other Board members supported keeping the monthly special assessment at \$100 because of economic uncertainties during the pandemic and because they felt homeowners would be more willing to consider that amount. Board President Christine Donahue called for a vote. The results were as follows: 5 votes for \$125 (Bidstrup,

Dorsey, Kimble, Maulding, Wilson) and 4 votes for \$100 (Donahue, Goodlett, Gregory, Kenton).

Given the closeness of the vote, Board member Darell Bidstrup suggested that the Board consider a \$115 monthly special assessment payment. After some discussion about potential homeowner response and projects to include, Darell moved, "To adopt a Special Assessment for Planned Projects Budget in Fiscal Year 2021 of \$1,380 per lot in one payment due on January 1, 2021, or in equal payments of \$115 per month. The monies collected will be spent on the planned projects identified by the Board." Christine Donahue called for the vote. The results were as follows: Yes-8 (Bidstrup, Donahue, Dorsey, Goodlett, Kenton, Kimble, Maulding, Wilson); No-1 (Gregory). The motion carried and will be presented to the homeowners for a vote on October 27, 2020.

ETA Five-Year Plan: FY 2021 Projects				
Project	(1) Est. Cost	(2) Est. Cost As Reported in Aug. 2020 FYI*	(3) FY 2021 Special Assessment \$125/Mo.	(4) FY 2021 Special Assessment \$115/Mo.**
5 Patio Walls (121WW, 147WW, 27WW, 113WW, 79WW)	\$53,500	\$53,500	\$32,500 (3 Patio Walls: 121WW, 147WW, 113WW)	\$32,500 (3 Patio Walls: 121WW, 147WW, 113WW)
Wooden Walkway (118BB)	\$10,650	\$10,650	\$10,650	\$10,650
Garage Gables (2-54 WW)	\$8,000	\$8,000	0	\$8,000
Replacement of 3 Flat Roofs (1WW, 100WW, 183WW)	\$24,950	\$24,950	0	0
Ground-water Improvement (140-160WW Front Side)	\$15,000	\$15,000	\$15,000	\$15,000
Paint Entire Building (1-11WW, 17-31WW)	\$29,000	\$29,000	\$29,000	\$14,500 (17-31 WW Only)
Driveway 4	\$15,000	\$15,000	\$15,000	\$15,000
*Foundation 139WW	\$15,000	0	\$15,000	\$15,000
Worn Concrete Surfaces Throughout	\$15,000	\$15,000	\$15,000	\$15,000
TOTAL	\$186,000	\$171,000	\$132,150	\$125,650
Monthly Cost Per Lot	\$172	\$158	\$125	\$115
*The foundation project at 139 WW was added to the list of high-priority projects after the Board meeting held on August 10, 2020. The total cost of				

all FY 2021 projects as reported in the August 2020 FYI is therefore \$15,000 less than the revised figure (Column 1).
 **Proposal agreed to by the Board on 8/31/20
 NOTE: If the Board had decided to maintain the current special assessment monthly payment of \$100, a total of \$16,200 less would be collected over the year. The Board did not deliberate about which additional project(s) would have to be omitted/reduced under that scenario.

This table summarizes the data the Board worked with in several special meetings that were held to discuss the FY 2021 Special Assessment for Planned Projects Budget. **The specific projects agreed upon by the Board appear in the last column.**

Frank Gaddini spoke briefly about the educational process that will be necessary prior to the homeowners voting on the motion at the Annual Meeting to be held on Thursday, October 27, 2020. He also encouraged Board members to begin thinking about ways to hold the meeting while being mindful of COVID-19.

The meeting was adjourned at 8:35 PM.
 JoAnn Wilson, Secretary, Email: etasecretary@email.com

EDGEWOOD TOWNEHOUSE ASSOCIATION
VIDEOCONFERENCE: BOARD OF DIRECTORS MONTHLY BUSINESS MEETING
Preserve – Restore – Maintain
 September 8, 2020

Call to Order: Board President Christine Donahue called the meeting to order at 6:30 PM. The Board Business Meeting was held by videoconference due to the COVID-19 pandemic. Board members present were: Darell Bidstrup, Christine Donahue, Sheila Dorsey, Dan Goodlett, Larry Kenton, Sharon Kimble, Michael Maulding, and JoAnn Wilson. Board member Merrylyn Gregory was excused. Also present was Frank Gaddini, ETA Director of Facilities and Operations. One homeowner attended.

Approval of Minutes: The minutes of August 10, 2020, and August 11, 2020, were unanimously approved.

Financial Report: Submitted.

ETA Safety Committee Report: Submitted.

Coordinator Reports:

- Website Coordinator: Dan Goodlett will be meeting with Board member Sharon Kimble to begin identifying possible items to include on the ETA website for later discussion by the Board.
- Swimming Pool: Closed.
- Clubhouse Coordinator: Closed.
- Welcome Coordinator: Submitted.

Facility Report: Submitted.

Educational Minute: Frank Gaddini presented a list of ten things to consider when conducting meetings during a pandemic as sourced from various associations throughout the country. He

highlighted items on the list that are particularly relevant to ETA: 1) Update rules for meetings; and 2) Offer several ways for attendees to join meetings. Regarding rules, Frank will continue to investigate any issues the Board should be aware of while traditional face-to-face meetings are suspended. Regarding ways for attendees to join meetings, Board members discussed ways to involve homeowners in Zoom meetings. Dan Goodlett said that homeowners could attend and view the meeting by connecting online or they could listen only by using a special telephone number. Both options will be available for the *Special Meeting on Managing and Conducting the Annual Meeting Because of the Restrictions of COVID-19* which will be held on September 14, 2020, at 7:00 PM. Instructions on how to join the meeting will be mailed to homeowners. The meeting, as with all Board meetings, will be “closed forum.” Homeowner comments will therefore be muted.

Old Business:

1. **FY 2020 Board Goal--Continuity Plan:** Board Treasurer Dan Goodlett spoke with our bookkeeper about the feasibility/cost of her coming in weekly instead of twice per month in order to take on some tasks currently being performed by him. However, any such change is currently on hold.
2. **FY 2019 and FY 2020 Special Assessment Projects Update:** Frank Gaddini reported that the last and final planned project for FY 2019--chimney repair, is now complete and the cost was less than originally estimated. The Board therefore agreed by consensus for Frank to apply the unencumbered Special Assessment for Planned Projects Budget funds for this category to other chimneys needing repair. Frank identified two such chimneys, those at 61 WW and 50 BB. The FY 2020 planned projects are also all complete. Frank said that a small amount of money remains in the Special Assessment for Planned Projects Budget FY 2020 for concrete projects and will be used to repair the shared steps at 190/198 BB.
3. **Insurance Claim:** Frank Gaddini said that the new front door has been installed at 113 WW. The cost was covered by the homeowner's insurance. About \$3,000 is still out on our master policy claim to American Family, and Frank expects it to be wrapped up by next month.
4. **Review and Update of By-Laws:** Christine Donahue said that homeowners Mary Ann Arnone and Bruce Trafton reviewed the By-Laws at the request of the Board and reported back that the By-Laws are fine but that the Board may wish to take a look at the rules. The Board agreed to do so at a later time and offers its thanks to Mary Ann and Bruce for their assistance.
5. **Clubhouse Opening:** The Clubhouse will remain closed until further notice.
6. **Pool Opening:** The Pool is closed for FY 2020. Some of the savings realized by its closure this year are being directed to the purchase of a new pool cover and more extensive maintenance than in a normal pool season. Frank is investigating solar collectors and new technology in furnaces as we all hope for the very best in FY 2021.
7. **July 28, 2020, Quarterly Meeting: Homeowner Feedback:** The Board received a letter from the homeowner at 120

WW. Comments/concerns by topic areas were: ETA's Resident Directory; exterior building painting; and landscaping. Christine Donahue will respond on behalf of the Board.

New Business

1. **Parking Waivers:** None submitted. Frank Gaddini reported that vehicles recently posted to be towed were gone within 24 hours.
2. **Approved FY 2021 Operations Budget and the Proposed Special Assessment for Planned Projects Budget FY 2021: Ways to Communicate with Homeowners:** Frank Gaddini said that he will be using the same format used last year for a picture presentation with photos of projects and a brief explanatory narrative. It will be circulated with posters placed at mailboxes throughout the community and at the Clubhouse Bulletin Board. Frank is also considering making a YouTube video with the help of Board member Dan Goodlett that would replicate the numerous in-person walking tours Frank conducted in previous years. Board member Larry Kenton was mentioned as the perfect narrator for possible YouTube video. Board member Darell Bidstrup emphasized the importance of informing homeowners that all the Special Assessment for Planned Projects Budget FY 2019 and FY 2020 are now completed. Board member Sheila Dorsey added that the projects were not just done, but done really professionally. The groundwater project running in front of her townhouse is one example of that.
3. **Holding the Annual Meeting during a Pandemic:** Christine Donahue said that all-day voting was the way to go this year. Frank Gaddini reiterated the two votes that are held at the Annual Meeting in October which are: 1) the election of three of the nine Board members; and 2) a vote on the motion for a Special Assessment for Planned Projects Budget for FY 2021. Board member Darell Bidstrup had earlier suggested the idea of holding the event in an outside area, specifically the parking area in front of the Clubhouse. Frank reviewed some of the logistics. An awning could be rented and assembled early so homeowners would know where the event would be held. Board members and volunteer homeowners would act as staff, signing people in and monitoring the two designated ballot boxes. Hours would be from 9:00 AM to 6:00 PM. Financial information and the approved FY 2021 Operations Budget would be available on the table for homeowners to take, as well as the Proposed Special Assessment for Planned Projects Budget for FY 2021. The arrangement of the voting area would be organized so as to allow homeowners to literally drive by and vote or they could walk up, depending upon outdoor weather conditions and homeowner preference. Darell added that this is a good way to create a celebratory atmosphere, fitting since this year marks ETA's 50th birthday. Darell also suggested there could be donations to buy a bench to replace the one previously situated outside the pool fence. Contributors' names could be put on a plaque mounted on the bench. No certain amount would need to be raised; ETA was planning to purchase a new bench for that location and could make up any shortfall.

This discussion was tabled for now.

Frank stated that our governing documents do not specify the location or hours of the annual meeting but he will contact ETA's attorney to confirm that such alternative plans would meet legal requirements. Frank also pointed out the several things that need to be accomplished in a short time. The Board agreed to have a special meeting, by videoconference, on Monday, September 14, 2020, at 7:00 PM, on holding the Annual Meeting. Homeowners will be able to listen to the meeting either online or by telephone. Frank will mail instructions on how to join the meeting to all homeowners by the close of business on Thursday, September 10, 2020. The same instructions will apply to future meetings.

4. **Looking Ahead to FY 2022:** At an earlier meeting, Board member Darell Bidstrup raised the idea of getting a loan to perform all the projects in the Five-Year Plan. The Board agreed that we needed to keep moving forward on planned repair projects during FY 2021, but exploring future opportunities through a loan is an option worth exploring for FY 2022. Frank Gaddini was tasked with contacting financial institutions to inquire about their interest. ETA has long banked with Oregon Community Credit Union (OCCU). Frank learned the credit union would be willing to consider a loan and would like to work with us over 2021. Frank will arrange a tour of the property for credit union officials early next year.

Announcements:

1. Special Board Meeting on Managing and Conducting the Annual Meeting Because of the Restrictions of COVID-19: Monday, September 14, 2020, at 7:00 PM, by videoconference.
2. The next regularly scheduled Board of Directors Business Meeting: Tuesday, October 13, 2020, 6:30 PM, by videoconference.
3. The FY 2020 Annual Meeting: Tuesday, October 27, 2020. Format, place and time to be announced. Agenda: (a) Vote on Board Members (3 Seats) and (b) Vote on a Motion of Special Assessment for Planned Projects in FY 2021.

Adjournment: The meeting was adjourned at 8:37 PM.

Executive Session

JoAnn Wilson, Secretary. Email: etasecretary@email.com

Looking Back Over August 2020 Facilities and Operations Report

Frank L. Gaddini, etadirector@email.com

This report is a review of work performed in August 2020. August, weather wise, lived up to its reputation as the *dog days of summer*. To the Greeks and Romans, the "dog days" occurred around the day when Sirius appeared to rise just before the sun, in early August. They referred to these days as the hottest time of the year, a period that could bring fever, heat, drought, sudden thunderstorms, lethargy, and bad luck, or even catastrophe. Indeed, this was the hottest August ever on record.

August was a very productive month for our facility maintenance. During the month, we recorded and completed eighty (80) jobs. Year-to-date we have completed over 683 jobs. August also saw the completion of last year's FY 2019 Special Assessment Chimney Repair Projects. Most of the local qualified

bricklayers were locked into work on three new buildings downtown for the past seven months. We finally contracted with a master bricklayer who very capably tuck-pointed the chimneys at 149, 151, 159 Westbrook Way.

Much of our work again focused on irrigation repairs. We completely rebuilt the irrigation system from 139 to 147 Westbrook Way. This is the area where we installed the new groundwater drain line a month earlier in July. During the month we also regraded and reseeded the area with hybrid grass seed that is formulated to grow in very shady areas. Another irrigation repair we responded to was at 50 Brae Burn. Our two-inch main irrigation supply line burst and began to leak. We replaced approximately twenty feet of new pipe.

The remainder of the month was occupied with routine maintenance that included rebuilding the bearings in the Pool's main pump and replacement of the Pool's filtration system. We also cleared all of the dried grass debris along the southwest edge of Brookside Drive and Westbrook Way at our gate.

GOOD TO KNOW INFORMATION FOR RESIDENTS

Fire Season:

- The emergency evacuation route during fire season for Westbrook Way residents is Westbrook Way exiting past the gate onto Brookside.
- Leaf defoliation is beginning for the fall season. Residents should be prepared for leaf blower noise once a week.
- During fire season it is a good idea not to barbeque outdoors.
- Keep your patio free from dry leaves and grasses.

Dogs and Cats:

- Dogs must be on a leash at all times.
- Cats, by city codes, are freely roaming animals.
- We have a pet waste collection center located along the creek near 117 Westbrook Way at the end of Driveway 5 (101-137 Westbrook Way).

Miscellaneous:

- During the COVID-19 pandemic please be respectful of physical distancing during walking, jogging, dog walking, and other outdoor activities.
- The Associations master insurance policy with American Family Insurance includes earthquake coverage.
- ETA is comprised of 90 properties on a 12-acre site.
- All spaces outside the lot line of each home are common property. Common property is defined in the Edgewood Townhouse Association Covenants, Conditions and Restrictions (CC&Rs), available on the ETA website at edgewoodtownhouseassociation.org.
- Look for information about the ETA 5-Year Plan and details on the Special Assessment voting in the October FYI.

EDGEWOOD TOWNEHOUSE ASSOCIATION BOARD OF DIRECTORS EXECUTIVE COMMITTEE

Homeowners interested in contacting the Board with matters about the Association may contact Executive Committee member at the following email addresses:

Christine Donahue, President	etapresident@email.com
Darell Bidstrup, Vice President	etavicepresident@email.com
Dan Goodlett, Treasurer	etatreasurer@email.com
JoAnn Wilson, Secretary	etasecretary@email.com
Sharon Kimble, FYI Editor	etafyieditor@email.com
Frank L. Gaddini, ETA Director of Facilities and Operations,	etadirector@email.com