

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

November is the month Americans celebrate Thanksgiving and the bounty of the autumn harvest. Thanksgiving will be quite different for many of us this year as the global pandemic limits our ability to travel and gather in groups to feast on the foods of the season. We all must be vigilant and cautious to maintain our health and resistance to COVID-19 and its devastating impact on our communities, nation, and world.

Thanks to all the homeowners who participated in and helped with our eight-part Annual Meeting in October, including town halls, walking tours and outdoor informational sessions. As the Board began meeting remotely instead of in person, we reluctantly canceled two Quarterly meetings (April and July). But we knew we had to figure out how to have our October Annual Meeting to conduct elections and other important business. Thanks to creative thinking by the Board and Director, we made a plan that we hoped would provide homeowners the opportunity to participate. And you did! Thank you! Thanks also to the nominees for the Board vacancy for their interest in serving the Edgewood Townhouse Association (ETA) community. Three Board positions are voted on every October, and volunteerism is critical to meet the fiducial responsibilities of ETA. Congratulations to Paul Turpin, who brings a wealth of experience to the Board and will take his position on January 1, 2021. The Board will elect its 2021 officers at the January 12 business meeting.

The vote on the 2020 Special Assessment was very close. It is disappointing and disheartening that it failed. Your current Board and the Board under the previous President have made it a priority to diligently address the deterioration of our now 50-year-old buildings and infrastructure. We are faced with the reality of many years of deferred maintenance and benign neglect. Some of these issues are identified when an Edgewood property transfers to a new owner, and many are identified in the routine maintenance operations. Some are identified by homeowners. We are all homeowners here and have a responsibility and commitment to meeting our critical repair and restoration needs for all 19 buildings, the infrastructure, and the nearly 12 acres. We are all owners of every bit of it. Elsewhere in this issue you can read the minutes of the November 6 and November 11 Board Business meetings to learn more about the Board's efforts to create a stable and sustainable future for ETA.

Your volunteer Board greatly appreciates the messages we receive from homeowners with your suggestions and questions as well as expressing support and understanding of Board's responsibilities. The Board wishes you and yours a safe, healthy and happy Thanksgiving 2020.

SPECIAL NOTICE

Beginning on January 1, 2021, Monthly Home Owner Dues will increase to \$373 per month.

UPCOMING EVENTS

All meetings begin at 6:30 PM unless otherwise stated

Next Regular Board of Directors Virtual Business Meeting:
Tuesday, December 8, 2020

January Annual Open Forum Virtual Business Meeting:
Tuesday, Jan. 26, 2021 at 7 PM

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IMPORTANT NOTICE

At the November 10, 2020, Board meeting, the Board agreed to schedule a vote on the revised Special Assessment motion for Saturday, January 16, 2021. Please see the November 10 meeting minutes in this *FYI* for details of the revised motion. On Saturday morning, November 21, 2020, from 11 AM to 2 PM, homeowners will have an opportunity to ask questions during the first of several planned Drop-by Outdoor Information Sessions on the lawns in front of the Clubhouse. Board representatives will be present during this three-hour period to listen and answer questions. Social distancing and face coverings are required. A Town Hall is also scheduled on December 1, as detailed in the November 10 minutes.

EDGEWOOD TOWNEHOUSE ASSOCIATION ANNUAL MEETING

Preserve – Restore – Maintain
October 27, 2020

Call to Order: Board President Christine Donahue called the meeting to order via videoconference at 8:45 AM. Board members present were: Christine Donahue, Sheila Dorsey, Dan Goodlett, Merryn Gregory, Sharon Kimble, Michael Maulding, and JoAnn Wilson. The meeting was immediately recessed to allow Board members to join volunteer homeowners at the Polling Station located under a canopy in the parking spaces near the Clubhouse. Voting was held from 9:00 AM to 6:00 PM. Homeowners voted in person or by proxy to fill three positions on the Board of Directors and upon the motion for a FY 2021 Special Assessment for Planned Projects. Volunteer homeowners and Board members were present throughout the day to assist with the voting process. When the voting closed at 6:00 PM, volunteer homeowners tabulated the votes and gave the results to ETA Board Secretary JoAnn Wilson.

The Board reconvened by videoconference at 7:00 PM to hear the results. At the same time, results were emailed to homeowners and posted at the Clubhouse. **Results:**

- Board of Directors: The three candidates receiving the most votes, in alphabetical order, were: Darell Bidstrup, Merryn Gregory, and Paul Turpin. Their three-year terms of office begin January 1, 2021.
- FY 2021 Special Assessment for Planned Projects: According to ETA's *Covenants, Conditions and Restrictions*, (Article IV, Sections 4 and 5), a quorum for a special assessment for capital improvements is 60% of homeowners. For the 2021 Special Assessment vote, that was $60\% \times 88$ (two townhouses not voting) = 53. To pass, the motion needed to receive the assent of 2/3 (66.7%) of the homeowners who voted in person or by written proxy.

Results on the Motion for a Special Assessment:

Total Voting in Person or by Written Proxy = 66

Number Consenting to the Motion = 39 (59%)

Number Not Consenting to the Motion = 27 (41%)

The Motion Did Not Pass

The meeting adjourned at 7:14 PM.

Thank you to everyone who volunteered, brought refreshments, and cast their ballots. Thanks as well, to Frank Gaddini, ETA Director of Facilities and Operations, for his on-going assistance to help make the meeting a success despite the COVID-19 pandemic.

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

EDGEWOOD TOWNEHOUSE ASSOCIATION VIDEOCONFERENCE: BOARD OF DIRECTORS SPECIAL BUSINESS MEETING

Preserve – Restore – Maintain
Friday, November 6, 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 present was Frank Gaddini, ETA Director of Facilities and Operations. Eleven homeowners attended. The purpose of the meeting was to debrief after the failure of the motion for a Special Assessment for Planned Projects in FY 2021.

The meeting was opened at 12:33 PM. President Christine Donahue said that she read the failure of the motion as a signal to the Board to give the issue deeper thought and she said she favored changing the *CC&R's* to allow the Board to raise the Homeowner Dues (HODs) more than 4% annually. Christine then invited each Board member to speak in turn.

●JoAnn Wilson noted that while the outcome was discouraging, nearly 60% of the votes cast were in favor of the motion. The number consenting to the motion was 39 with 27 opposing it. To pass, 2/3 of the votes had to be in the affirmative or, in this instance, at least 44; the motion lost by five votes.

●Sheila Dorsey thought that the timing was unfortunate. Property tax statements had just arrived and it's just an incredibly stressful time generally. Sheila also wondered how well homeowners understand how much work needs to be done.

- Darell Bidstrup mentioned a number of reasons he heard from homeowners as to why the motion did not pass. They included: not having the extra money; misunderstanding that this Special Assessment would *not* be in addition to the amount being paid on the FY 2020 Special Assessment, a sum which is limited to the current fiscal year; not supporting any kind of increase until some kind of arrangement can be included for those who cannot afford this; a belief that the proposed increases are not equitable (some homeowners get a lot of the work done while others don't); and a preference for assessments being predictable from year to year to facilitate personal budget planning.
- Larry Kenton concurred with what Sheila and Darell said and noted there is a wide diversity of opinions among ETA residents.
- Frank Gaddini said that ETA is like a microcosm of the U.S. There are comments circulating that have no basis. When people buy, they sign that they know the shared financial responsibilities of living in a homeowner association. There is also a need for homeowners to participate in the life of the community such as attending meetings and running for the Board. ETA is not a public property, we are a homeowner association and we have joint ownership and joint responsibility. Frank also reported the following questions he had received from one homeowner regarding the failure of the motion: 1) Was the amount of the Special Assessment too much? 2) Did some owners dislike the specific projects? Did they prefer other projects? 3) If a homeowner didn't vote for or against the motion [22 homeowners], why didn't they vote at all?
- Sharon Kimble spoke about the communication system, noting that a lot of people aren't picking up on the details of our processes. For its part, the Board does a lot of speculating about what people might support. Sharon favors a CC&R change.
- Michael Maulding agrees with the CC&R change. Michael said that we are playing catch up for all the neglect, and as a Board we have an obligation to the entire complex. He believes homeowners are afraid when they don't know the amount from year to year.
- Dan Goodlett favored a CC&R change allowing the Board to increase the dues more than 4% when it was first proposed in 2018 and he still does. He noted that he and his wife would consider the possibility of moving if repairs aren't made and ETA property values decline as a consequence.
- Merryn Gregory said there are two considerations: what to do this year (*i.e.* for FY 2021) and whether we should change the CC&Rs to enable the Board to raise the dues in FY 2022 and beyond. If we decide to do a revised Special Assessment for FY 2021, there will need to be a lot of

communication and the amount needs to be "lowered significantly."

- Frank Gaddini commented on Board member observations that we aren't communicating well. He asked how you get people to participate and noted that such participation is the most important part of living in an association. How did ETA arrive at this point? In the early years of an association, not much is going on in terms of repairs. But in the next 30-40 years, people didn't take their responsibility seriously. Now ETA is 50. There is no neglect or failure on the part of the current Board to perform its fiducial responsibility, to keep the property up. These decisions can be heart-wrenching but they are necessary.
- Darell Bidstrup said that for those who see their purchase here as a starter home, they're not interested in a Special Assessment. The Board doesn't do much to bring the community in. We put out a lot of information but few people are coming to join the Board. Why didn't the nonvoters participate in the recent election?
- Michael Maulding said he believes that most people think the Board is doing a good job and have faith in it.
- Sharon Kimble mentioned communication again, noting that with our turnover, it's going to be an ongoing issue. Merryn Gregory added that we don't do as good a job getting communication back from people. Darell Bidstrup said that committees could enhance a sense of community and help get things done around the property.
- Frank Gaddini said we need funding to do the work. The only alternative is cut-back management which would have very negative impacts. ETA can't stop doing the work. The Board is responsible to keep everyone's investment values high.
- Christine Donahue then asked Paul Turpin, who will join the Board on January 1, 2021, if he had any comments. Paul said that he does think there is room to improve the communication using a variety of methods including visual presentations. He commented that he had attended one of the outdoor informational sessions and noticed that some people are confused about pretty basic things. The Five-Year Plan is one of these with some people thinking it's a finite plan when it is, instead, a rolling plan. Paul would like to see the Board thinking bigger, even 30 years out. Finally, he said he does like financing through dues.
- Frank Gaddini pointed out that the Special Assessment model is the current model that dictates for now how we'll be doing major repairs. If this model doesn't work, what model will? Amending the CC&Rs is doable but would take time. How does the association raise funds for FY 2021? Or does it go to cut-back management which will cause more stress? It's vital that we keep the momentum and find money for projects during next year. We are responsible for keeping all of ETA's properties

marketable. Frank suggested that the Board should seriously consider another Special Assessment with a modified set of projects and a lower amount. JoAnn Wilson said she had already drafted a few such alternatives which the Board could consider at its next business meeting scheduled for Tuesday, November 10, 2020. Finally, on the subject of committees, Frank pointed out that committees do not focus on the important features for which the Board has fiducial responsibility--roadways, dry rot, sidewalks, and the like. There is a kind of mythologized notion of committees in ETA's history. And yet we are left with these problems.

- Sharon Kimble commented that it is a real plus that all the Board members care so much and are committed to finding solutions.

- Michael Mauling suggested that it would be helpful when the Board discusses committees at its next meeting that we have job descriptions—what would the committee(s) do?

- The discussion closed with Frank Gaddini offering to set up and act as host for regularly scheduled outdoor events, weather permitting, similar to the Polling Station he set up for the recently held Annual Meeting. The goal would be to help build community by providing homeowners with a way to meet and socialize in a safe manner during the pandemic.

The meeting was adjourned at 2:03 PM.

JoAnn Wilson, Secretary.

Email: etasecretary@email.com

EDGEWOOD TOWNEHOUSE ASSOCIATION VIDEOCONFERENCE: BOARD OF DIRECTORS MONTHLY BUSINESS MEETING

Preserve – Restore – Maintain
November 10, 2020

Call to Order: Board President Christine Donahue called the meeting to order at 6:31 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, Merryn Gregory, Larry Kenton, Sharon Kimble, Michael Maulding, and JoAnn Wilson. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Six homeowners attended.

Approval of Minutes: The minutes of September 14, 2020, September 22, 2020, and October 13, 2020, were unanimously approved.

Financial Report: Submitted.

ETA Safety Committee Report: None submitted.

Coordinator Reports:

- Technology Coordinator: Dan Goodlett reported that he and Board member Sharon Kimble met on November 2, 2020, to begin identifying possible items to include on the ETA website. They plan to meet again later this month and in December.
- Swimming Pool: Closed.
- Clubhouse Coordinator: Closed.
- Welcome Coordinator: None submitted.

Facility Report: Submitted. Frank Gaddini reported that ETA contracted with Rogue Inspection Services based in Medford to inspect roofs as a precursor to understanding the continued lifespan or serviceability of our 91 common property roofs, which includes the Clubhouse. The contractor performed seven random roof inspections. Based on these, Frank said that we will need to start planning to begin roof replacements in six to seven years.

Educational Minute: None. Frank Gaddini has been too busy to prepare one.

Old Business:

1. **FY 2019 and FY 2020 Special Assessment Projects Update:** Frank Gaddini reported that chimney repairs at 50 BB and 170 Brookside were performed using funds remaining from the FY 2019 Special Assessment designated for chimneys. A final concrete project under the FY 2020 Special Assessment will be completed soon at 190-198 BB.
2. **After the Vote on the FY 2021 Special Assessment Motion: What's Next?** Board President Christine Donahue began the discussion by pointing out that there have been many years of "benign neglect" at Edgewood and that the current Board is the first to fully take this on. Our property is 50 years old, and we must address major repairs that were not performed over the years. Board member JoAnn Wilson offered for the Board's consideration a document she drafted prior to the meeting. It presented various scenarios for a revised FY 2021 Special Assessment with fewer projects, a later start date than January 1, 2021, and a reduced assessment from that originally proposed. There was an extensive discussion about what the monthly amount should be and what projects, of the many which need doing, should be included. Frank Gaddini again reminded the Board of its fiducial responsibility. After further deliberation, the Board unanimously approved the

following motion, made by Darell Bidstrup and seconded by Michael Maulding: *“To adopt a Special Assessment for Planned Projects Budget in Fiscal Year 2021 of \$800 per lot in one payment due on March 1, 2021, or in equal payments of \$80 per month, beginning on March 1, 2021. The monies collected will be spent on the planned projects identified by the Board.”* The projects identified by the Board are a subset of those originally proposed. They are as follows:

Revised FY 2021 Special Assessment: Projects and Estimated Costs	
Project	Estimated Cost
3 Patio Walls (121 WW, 147 WW, 113 WW)	\$32,500
Foundation (139 WW)	15,000
Groundwater Improvement (140 WW, 150 WW, 160 WW)	15,000
Worn Concrete Surfaces Throughout	10,000
Proposed Start Date: March 1, 2021. Total payment \$800 per lot or \$80 per month for 10 months.	

The Board agreed to schedule the vote on the motion for Saturday, January 16, 2021. Prior to the vote, homeowners will have an opportunity to ask questions during a “Tent Party” under the awning on Saturday, November 21, 2020, from 11:00 AM to 2:00 PM.*

*(*The “Two-Week Freeze to Stop Rapid Spread of COVID-19” announced by Governor Kate Brown on November 13, 2020, includes the following measure: “Limiting social get-togethers [indoors and outdoors] to no more than six people, total, from no more than two households.” The statewide freeze will be in effect November 18 through December 2, 2020.*

Therefore, the Tent Party will be rescheduled.)

There will also be a Town Hall by Zoom videoconference on Tuesday, December 1, 2020, at 7:00 PM. Other events may be scheduled as needed. The Board briefly discussed the funding model for planned projects after FY 2021, focusing on possibly amending the CC&Rs so that dues can be raised more than 4% annually. Christine Donahue suggested the Board revisit the proposal which was put forth in FY 2018 but not approved by homeowners. Perhaps the Budget Committee could help with that.

3. **ETA Committees: Review Structure and Process:** Christine Donahue noted that Article 9 of the *By-Laws* specifies that each committee shall consist of at least three members and that committees are advisory to the Board. Christine suggested that the Board have a format on how to proceed. In an email sent to the

Board earlier, Christine outlined the following points to consider:

Structure

- Committees may be appointed by the Board to perform in an *ad hoc* advisory capacity on a variety of subjects.
- Committee assignments and scope are determined by the Board including timelines and reporting requirements.
- Each committee selects its chair and schedules its own meeting time, location, etc.
- Committees shall conduct their meetings following accepted protocols that provide order, continuity and opportunity for each committee member to contribute to the discussion.
- Committees shall develop their own system to provide opportunities for comment and input from the community.
- With Board consent, committees can arrange for presentations by agencies such as the City of Eugene, Lane County and EWEB for example.

Recruitment and Appointment Process

- This is critical. The Board needs to develop a clear and easy-to-understand process.
- Board shall develop the necessary parameters for each committee including size.
- Board shall develop a fair application/appointment process.
- Experience and knowledge (credentials) may be criteria for appointment

Assignments/Scope

Frank Gaddini commented that all committees are always advisory. Board members have the responsibility to make decisions on financial matters and policy. Committees are intended to help the Board manage decision making. Darell Bidstrup pointed out that committees are also a way to facilitate participation. Frank Gaddini sent Christine’s outline to Board members on October 10 for discussion at a future meeting.

New Business

1. **Parking Waivers:** None submitted.
2. **Community Outreach:** The COVID-19 pandemic has made community interaction more difficult. The pool was closed this summer, and the Clubhouse remains closed. Seasonal weather changes are limiting the ability to gather outside. Given these realities, Board members offered several ideas on how to reach out to the community in addition to the FYI. They included creating an ETA communication committee; having Board members reach out to homeowners by phone or even a postcard asking for input; joining the ETA

Facebook group; having a Town Hall meeting on Zoom in all the months when a Quarterly Meeting is not held; and meeting outside under the awning as we did to cast ballots at the Annual Meeting on October 27, 2020.

Announcements:

1. Outdoor drop-in information exchange on the lawn in front of the Clubhouse on Saturday, November 21, 2020, from 11 AM to 2 PM. Board representatives will be present during this three-hour period to listen and answer questions. Social distancing and face coverings are required.
2. Town Hall Meeting: Tuesday, December 1, 2020, 7:00 PM, by videoconference.
3. The next regularly scheduled Board of Directors Business Meeting: Tuesday, December 8, 2020, 6:30 PM, by videoconference.
4. Vote on the Revised Motion of Special Assessment for Planned Projects Budget in Fiscal Year 2021: Saturday, January 16, 2021. Details to be announced.

Adjournment: The meeting was adjourned at 9:07 PM.

Executive Session

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

Looking Back Over October 2020 Facilities and Operations Report

Frank L. Gaddini, etadirector@email.com

This report is a review of work performed in the month of October 2020. October was unusually dry through the end of the month, as our trees began their relentless cascade of defoliation. Routine maintenance activities at the Pool, the Clubhouse, and our grounds, marched on in this eighth month of restrictions and social distancing in the shadow of the COVID-19 pandemic. At the end of the month, before Halloween, we erected our large white tent and creatively conducted our Annual Business meeting. We efficiently elected new Board members; yet, lamentably, defeated a Motion of Special Assessment to fund major repairs and restorations of our facilities.

Even so, October was moderately busy as we engaged in our seasonal transition towards winter. During the month, we were extremely productive, recording and completing sixty-two (62) jobs, and year-to-date we have completed nearly seven hundred and eighty jobs. Much of our work was engaged in routine seasonal maintenance activities including winterizing our irrigation systems, mowing lawns, pruning shrubs, and beginning our leaf management program. Six large mature trees were reduction pruned along the southwest corner of

Westbrook Way and Brookside Drive, and all of the Arborvitae bushes at 160 Westbrook Way were pruned.

However, we also engaged in major improvement projects including the repair of the brickwork on our chimney at 50 Brae Burn and new flashings on the chimney at 170 Brookside Drive. At the beginning of the month a domestic water supply line feeding 140 Westbrook Way burst and leaked a few thousand gallons of water, but we handily effected immediate repairs. Seven new sets of gutters and downspouts were also installed at 50, 60, 90, and 100 Brae Burn as well as 43, 143 Westbrook Way and 170 Brookside Drive.

Roof rats are on the move again. We have engaged rat abatement protocols at building 2, 8, 16, 24, 35, and 54 Westbrook Way earlier this month. We also engaged rat abatement protocols at building 121, 127, 131, 133, 135, and 137 Westbrook Way. Please keep your waste containers closed, avoid feeding the local wildlife, and secure your pet's food. We need to work together to defeat this current and expensive rat invasion.

Throughout the month we continued our commitment to fire risk reduction along the south banks of the Brae Burn Creek. One of our homeowners, Wayne, volunteered his time and expertise pruning and piling up branches, large limbs, and shrub debris. Our contract laborers collected and disposed these piles. Together, this effort generated a full 20 yard dumpster of yard debris. Wayne, your spirit of volunteerism is greatly appreciated.

GOOD TO KNOW INFORMATION FOR RESIDENTS

- Dogs: All dogs must be on a leash when outdoors in accordance with city code.
- Rat invasions: As you may know, rat infestation has been problematic throughout Eugene. At Edgewood we are again experiencing localized outbreaks. These are an ongoing problem and are expensive to control. You can help by ensuring that your garbage and composting cans are secure and inaccessible to hungry rats. And please do not feed the birds and local wildlife. Nature provides for these creatures.

ETA Voting Day!

