

# The FYI

A Private Residential Community

Newsletter for the Edgewood Townhouse Association

## MESSAGE FROM THE BOARD

Preserve • Restore • Maintain

Paul Turpin

President, Edgewood Townhouse Association [etapresident@email.com](mailto:etapresident@email.com)

**H**ello to all Edgewood Townhouse residents. As a newly elected Board member and newly elected President (yes, I volunteered), I will have much to learn to come up to speed on my duties and on all the needs of the Association. Many thanks to those who have been helping me, and thanks in advance to those who will do so in weeks and months to come.

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Susan and I bought our own Edgewood Townhouse in 2018 and moved here in May 2019, at my retirement from University of the Pacific in California. We had been visiting Eugene for years to see good friends here, and we came across Edgewood while on a visit in 2016 as we were getting serious about retirement location – and were completely charmed, as I’m sure all of you were. This is a special place, practically unique. We love it here.

Having passed its 50<sup>th</sup> year, it has also become a more fragile place than it used to be. Serious maintenance and repairs, as witness the recent Special Assessments, will continue to be needed, so my first priority (and the reason I volunteered) is to help clarify both the state of our maintenance needs yet to come and the financial resources they will require. I expect it to take me several months, at a minimum, to familiarize myself with Edgewood’s details and work with the Board to produce a comprehensive assessment of our situation (a Reserve Study) and to explore paths for our future.

With the goal of helping to secure our future here, I see myself as continuing the work of our outgoing President, Christine Donahue, and the Board, as well as our very capable Director of Facilities and Operations, Frank Gaddini. A clear view forward is my highest priority, and working to improve ways for the Board to communicate with residents, and for residents to communicate with the Board, is a very close second.

As we go forward in the months ahead, I am heartened by the silver lining of an effective COVID-19 vaccine in our future, but the next few months still promise to be a dark, dark cloud. We are fortunate that Oregon and Eugene infection rates remain relatively low. Please do not relax your vigilance yet; continue to mask and maintain distance as well as other measures you may be taking as needed to keep the risks of transmission as low as possible. The risk is not just to yourself; remember, it’s to anyone you may encounter, too. May everyone stay safe through 2021.

### SPECIAL NOTICE

Beginning on January 1, 2021, monthly Homeowner Dues (HOD) increased to \$373 per month.

The Special Assessment for Planned Projects payment is due beginning on March 1, 2021. If paid by the month in payments of \$80 with the HOD, the total amount due monthly is \$453.

*See the report in this FYI.*

### UPCOMING EVENTS

**Next HOA Quarterly Open Forum Business Teleconference:**

Tuesday, January 26, 2021 at 7 PM

**Next Regular Board of Directors Business Teleconference:**

Tuesday, February 9, 2021 at 6:30 PM

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Monthly Checking Activity

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

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

*Preserve – Restore – Maintain*  
January 12, 2021

**Call to Order:** Board Vice President Darell Bidstrup called the meeting to order at 6:30 PM. The meeting was held by videoconference due to the COVID-19 pandemic. Darell welcomed the new Board member, Paul Turpin, who was elected to the seat of retiring Board member Christine Donahue at the FY 2020 Annual Meeting. Board members present were: Darell Bidstrup, Sheila Dorsey, Dan Goodlett, Merryn Gregory, Larry Kenton, Sharon Kimble, Michael Maulding, Paul Turpin, and JoAnn Wilson. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Seven homeowners attended.

**Election of Board Officers:** Darell Bidstrup asked if there were any nominations or self-nominations for Board President. Paul Turpin offered to self-nominate and JoAnn Wilson seconded the nomination. Michael Maulding nominated Darell Bidstrup for President and he declined the nomination. Paul Turpin was elected President by unanimous vote. The remaining Board officers were elected by unanimous vote. The FY 2021 officers are as follows: Vice President—Darell Bidstrup; Secretary—JoAnn Wilson; and Treasurer—Dan Goodlett.

**Approval of Minutes:** The minutes of December 1, 2020, and December 8, 2020, were unanimously approved.

**Financial Report:** Submitted. Treasurer Dan Goodlett reported on his meeting with ETA's bookkeeper regarding the cost of her taking on additional duties, chief among them to visit four times per month rather than two and to contact homeowners who have past-due HODs (homeowner dues) and/or Special Assessment payments, if applicable. Our bookkeeper will prepare a proposal that Dan will present to the Board next month. Specific duties are still to be determined.

**ETA Safety Committee Report:** Safety Committee Co-Chair Ingrid Wendt gave a verbal report on the Eugene Wildfire Preparedness Coalition. Ingrid has been invited to serve on its Steering Committee. The committee is meeting on Zoom on January 21, 2021, at 6:00 PM. The Coalition is working to expand its stakeholder membership, develop a social media campaign, and develop grant proposals. Paul Turpin said he would also attend the January meeting.

**Coordinator Reports:**

- **Technology Coordinator:** Dan Goodlett reported that he and Board member Sharon Kimble have met several times on Zoom to identify possible items to include on the ETA website and will be drafting a plan to present to the Board. Dan also spoke about the Board's moving its email from Mail.com. The URL would be **etaboard.org** and the cost would be \$15 per year for the domain. The Board agreed by consensus to have Dan proceed. The change would take place over time, probably six to twelve months.

- **Swimming Pool:** Closed.
- **Clubhouse Coordinator:** Closed.
- **Welcome Coordinator:** None submitted.

**Facility Report:** Submitted

**Educational Minute:** Frank Gaddini said that a recent amendment to existing Oregon law is applicable to ETA. It is a procedure to remove Board of Directors members by homeowners. The procedure is as follows: *(6)(a) Unless otherwise provided in the declaration or bylaws, at a meeting of the owners at which a quorum is present, the owners may remove a director from the board of directors, other than directors appointed by the declarant or individuals who are ex officio directors, with or without cause, by a majority vote of owners who are present and entitled to vote. (Or. Rev. Stat. § 94.640).*

**Old Business:**

1. **Planning for the January 16, 2021, Vote on the Revised Motion for Special Assessment for Planned Projects Budget in FY 2021:** Update: Frank Gaddini reviewed the preparations for the vote including the tent, printing of additional ballots, signage at the mailboxes, and an email reminder to all homeowners. There were a few volunteer shifts yet to fill to oversee sign-in and vote casting. Board member Sharon Kimble agreed to serve as contact for homeowners wishing to volunteer.
2. **American Family Insurance Claim and Policy Renewal:** The final check from American Family for the claim at 113 WW has been issued. The American Family policy expires in February and there was interest among Board members to seek one or more competitive bids. The new American Family policy will be \$34,220, an increase of \$3,128 per year. Board member Merryn Gregory said she would like a wider range of quotes and suggested we look at independent agents. Merryn will furnish agent contact information to Frank, who is also seeking a bid from Farmers. Darell Bidstrup reminded the Board that at the time we originally decided to insure with American Family, the Board was impressed with its experience with HOAs and pointed out that it gives a discount to homeowners who have their private homeowner's policy with them. Frank mentioned that before American Family, ETA's master policy was with State Farm and the policy was about \$40,000 per year and set to increase. The American Family policy was a very good deal for us.

**New Business**

1. **Parking Waivers:** None submitted.
2. **Comments by New Board President Paul Turpin:** Paul said he has been thinking about several topics including: 1) Is the HOA "in the red" and now digging its way out? There is a lot of confusion among homeowners and clarity needs to be restored. Talking about it and getting the information out are important. 2) The Reserve Study is a top priority. 3) Meeting monthly with homeowners to hear their ideas and concerns is a good idea. This could include town halls, Quarterly meetings, and as circumstances permit, community social events. 4) Paul is also working on ideas to understand our

different funds, and he is doing a close read of our CC&Rs. Paul has circulated early drafts of ideas to Board members and some other residents and will continue to refine and circulate them in the weeks to come.

3. **Setting FY 2021 Board Goals:** Frank Gaddini reminded the Board that this is the time of year to start thinking about setting Board goals. Frank suggested one Board goal for FY 2021 might be an "Archivist Committee" to organize our disparate papers. The Board should make goal setting an agenda item for the February business meeting.
4. **Board Member Training:** Frank Gaddini said there is an upcoming Zoom meeting some Board members might benefit from. The sponsor is Vial Fotheringham (VF), a law firm which specializes in HOAs. It will take place on February 19, 2021, from 8:00 AM to 12:00 PM. The cost is \$5.00 per person.

**Announcements:**

1. The next HOA Quarterly Open-Forum Meeting: Tuesday, January 26, 2021, 7:00 PM, by videoconference.
2. The next regularly scheduled Board of Directors Business Meeting: Tuesday, February 9, 2021, 6:30 PM, by videoconference.

**Adjournment:** The meeting was adjourned at 8:03 PM.

**Executive Session**

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

**Looking Back Over December 2020 Facilities and Operations Report**

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

This report is a review of work performed in the month of December 2020. Routine maintenance activities at the Pool, the Clubhouse, and our grounds, marched on in this twelfth month of what felt like the longest year. Restrictions and social distancing in the shadow of the COVID-19 pandemic were present everywhere. Throughout the month we continued our commitment to fire risk reduction along the banks of the Brae Burn Creek. Our contract laborers collected and disposed these piles. By the end of the month, we filled our twenty-yard debris dumpster twice. Pruning, raking, and collecting vegetation debris along the creek banks accounted for most of our work during the month. During the month, we were reasonably productive, recording and completing sixty-two (62) jobs.

Roof rats continued to plague our community again. Please help us manage this pest. Keep your waste bins sealed, pet food stored in appropriate containers, and avoid feeding the wildlife.

**REPORT AND INFORMATION FOR HOMEOWNERS ABOUT THE 2021 SPECIAL ASSESSMENT FOR PLANNED PROJECTS**

Thanks to all homeowners who participated in the vote on the 2021 Special Assessment for Planned Projects held on January 16, 2021, and to all the volunteers who assisted with the voting. A special thanks to Frank Gaddini who managed the event as well as much of the notification and information to homeowners. This was truly a team effort.

Homeowners voted on the following motion: *"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."*

**Planned projects identified by the Board:**

<b>Revised FY 2021 Special Assessment: Projects and Estimated Costs</b>	
<b>Project</b>	<b>Estimated Cost</b>
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
<b>Total</b>	<b>\$72,500</b>
Proposed Start Date: March 1, 2021. Total payment \$800 per lot or \$80 per month for 10 months.	

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 is 60% X 89 = 53 (one townhouse not voting). To pass, the motion must 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 = 46 (70%)  
 Number Not Consenting to the Motion = 20 (30%)

**The Motion Passed**

**Payment of Special Assessment**

The \$800 Special Assessment for 2021 is due on March 1, 2021. The Special Assessment may be paid in full or in ten monthly installments. Some homeowners choose to pay the entire \$800 Special Assessment immediately. If you choose to pay in monthly installments, your first installment of \$80 must be included with your March 1 homeowner dues (HOD).

Your 2021 monthly HOD of \$373 plus your monthly installment of \$80 totals \$453. 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.