

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

SPECIAL EDITION

EXPLANATION OF NEW MODEL FOR FUNDING AND TRACKING ETA EXPENDITURES

“Funds” Model of Funding and Tracking ETA Expenditures: At the February 9 ETA Board of Directors meeting Paul Turpin introduced to the Board his proposal for ETA to change to a “Funds” model of tracking and planning for capital maintenance and repairs. After an extended discussion and examination of documents circulated by Paul, the Board considered the following motion, moved by Dan Goodlett and seconded by Mike Maulding: *“To adopt the “Funds” model as presented to the Board and to increase the Reserves contribution to 22%.”* The motion was unanimously approved. Town halls will be held to answer homeowners’ questions. (Excerpted from February 9, 2021 Board Meeting minutes.)

Why we’re moving to a “Funds” financial statements format.

The Board has decided to adopt in 2021 a change in our financial statements method to clarify the distinction between the needs of our Annual Operations expenses (in an Operations fund) and our Capital Maintenance and Repair expenses (in a Reserve fund). You will see these funds in the current FYI, along with separate funds for each Special Assessment, and then a consolidated statement that puts them all together at the end.

The Funds approach is a way of identifying a distinctive set of expenses and giving them their own mini-financial statement. You will see that each Fund has its own Income Statement (changes during the year) and Balance Sheet (the status at year end).

The reason for this change is to gather all our Capital Maintenance and Repair expenses in one place. ETA’s CC&Rs, in the section on Reserves (IV.11), state that Reserves are meant to pay for the upkeep of our buildings and grounds as it becomes necessary; that is a primary purpose of the Reserves. The buildings and grounds and related equipment – in fact, everything that is NOT part of our regular annual operations – are our capital assets, hence their upkeep is Capital Maintenance and Repair.

What distinguishes *Capital Maintenance* from *Annual Maintenance* is that Capital Maintenance happens less frequently than every year, but it will need to be done at some point. Let’s think about roofs as an example. Every year we need to have roofs and rain gutters cleared of leaves; those are clearly part of Annual Operations. But we only re-roof at much longer intervals, perhaps as long as 15-20 years. That’s an example of Capital Maintenance

The new Operations fund will make our annual expenses clearer by limiting it to the things that appear regularly every year. This regularity makes comparing a budget to actual expenses an informative exercise. In our previous statements, unplanned projects was under Operations, even though virtually all of it was work on buildings and grounds, and it made up a sizeable portion of the expenses. Since the unplanned work, by its nature, was unexpected, it can’t really be budgeted.

SPECIAL NOTICE

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 monthly amount is \$453.

UPCOMING EVENTS

Board of Directors Special Meeting Teleconference:

Tuesday, February 23, 2021 at 6:30 PM

March Town Hall Videoconference:

Tuesday, March 2, 2021 at 7 PM

Board of Directors Special Meeting Teleconference:

Tuesday, March 2, 2021 at 6:30 PM

Next Regular Board of Directors Business Teleconference:

Tuesday, March 9, 2021 at 6:30 PM

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Sharon Kimble, Editor
Email: etafyieditor@email.com

Part 1: A change to a Funds Model (Part 2 coming next month)

Please refer to the Fund Structure chart on the facing page for illustration purposes.

You will see from the minutes of our Feb. 9 meeting in this issue that the Board voted to adopt a “Funds” Model of tracking the Association’s expenses. Transitioning to the new model involves reformatting our financial statements and making some bookkeeping entries to adjust the Fund accounts to the new model. Our Treasurer, Dan Goodlett, is working with our part-time bookkeeper from the professional service Accountants on the Go to make those adjustments.

We are in the process of transitioning to that model now, and I want to take this opportunity to explain why I proposed to the Board that we adopt this approach, referencing the flowchart diagram I developed, on the next page, as I began to think through ETA’s financial issues.

The problem we face is that we do not know just where we stand financially with respect to the maintenance and repairs to our physical plant that just had its 50th birthday. In deciding I would offer to serve on the Board, and then to serve as President, I knew I needed to immerse myself thoroughly in our “Covenants, Conditions, and Restrictions” (CC&Rs); I hoped I would find some guidance there, and I did.

The CC&Rs obligate the Association (that is, all of us, the homeowners in common) to maintain its common property (clubhouse and pool, grounds, roads and paths, etc.) and to maintain the exteriors of all the buildings, except for any glass.

Two things stood out for me in reading the CC&Rs: 1) the division of obligations between the Association and the individual owners, and 2) the guidance for how the Association should pay for its obligations. The CC&Rs obligate the Association (that is, all of *us*, the homeowners in common) to maintain its common property (clubhouse and pool, grounds, roads and paths, etc.) and to maintain the exteriors of all the buildings, except for any glass. Individual owners are responsible for their windows and glass doors and everything that is within their own lot lines, except for the exterior of their building. That is the basic division of responsibility in the CC&Rs.

The CC&Rs also direct that the Association maintain a Reserve fund to pay the costs of long-term maintenance that the common property and building exteriors require, distinguishing those long-term costs from regularly recurring annual costs. Operating costs should be costs that repeat every year. Long-term maintenance, or more properly “Capital Maintenance,” is the term for costs that reoccur only over a longer period of time, whether two years or fifty.

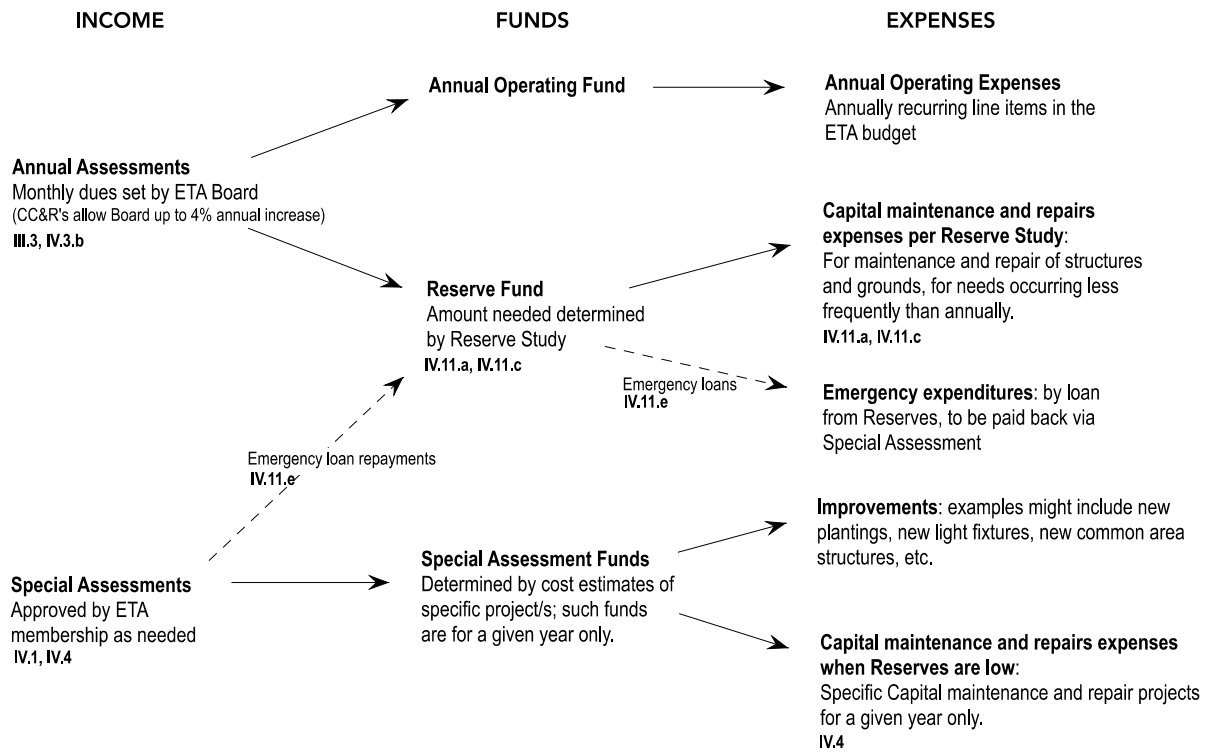
Our financial statements up until now have not made that difference easy to see. The primary goal of changing to a Funds Model is to make the difference completely clear between annual operating and long-term capital maintenance expenses. The diagram on the next page illustrates how our Association income, whether from our regular annual assessments (“dues”) or from special assessments, feed into funds that are specifically designated for either Operating or Capital Maintenance (see references to CC&R sections on the diagram).

The Funds Model of accounting is Part A of what we need to understand our financial situation. By clarifying what our annual operating costs are, we should be able to accurately assess our annual operating budget, which has been difficult in recent years because of the unplanned Capital Maintenance that has evaded budget prediction. Annual operations, because they happen every year, are amenable to comparison to a budget. Part B of what we need is the equivalent of a budget for Capital Maintenance, which is what a Reserve Study provides – a forecast of the expected cycle of long-term maintenance based on the age and expected useful life of our capital assets in building components.

A good Reserve Study will take a while to fully compile, but we already have the start of it with the projects our Facilities Manager, Frank Gaddini, has identified on his Five-Year Plan. Those are the most pressing maintenance items we currently face *that we know about*. In addition, we will undoubtedly also face maintenance needs that we do *not* know about right now, that previously would land in our Unplanned accounting category. What we will see more clearly with a Funds Model is that the Capital Maintenance needs we have right now exceed the Reserves we have that should be funding them. Fleshing out a full Reserve Study will give us a better gauge than we currently have of what costs we may be facing (like roof replacements) further off than the five years of Frank’s plan.

Between a Funds Model of accounting and an actively updated Reserve Study, we should have enough of a picture of our needs that we can strategize more productively about how we can go about raising – and maintaining – the amount of money we will need to see us through.

Funds structure modeled on ETA CC&R's



Prepared by Paul Turpin,
2/11/2020

EDGEWOOD TOWNEHOUSE ASSOCIATION TOWN HALL VIDEOCONFERENCE

Preserve • Restore • Maintain
Tuesday, December 15, 2020
- Omitted from January 2021 FYI -

Nine Board members, the ETA Director of Facilities and Operations, and 13 homeowners attended the videoconference.

Board President Christine Donahue opened the meeting at 7:00 PM. Board member-elect Paul Turpin asked about the status of the Reserve Study. Frank Gaddini replied that it should be completed by the end of the year.

A homeowner (181 WW) asked if the FY 2020 Special Assessment monthly payment of \$100 would be over once the December 2020 payment is made. The answer is yes. Effective January 1, 2021, monthly homeowner dues will be \$373. On March 1, 2021, the Board hopes that the Special Assessment of \$80 per month will go into effect. The vote on the motion will be held January 16, 2021.

One homeowner (163 WW) spoke against the January 2021 vote on a revised motion for a special assessment, saying a special assessment for FY 2021 was already defeated in October 2020, this year has been difficult, and the Board should understand that. "Our HOA should be different." Several homeowners and Board members spoke in favor of the revised special assessment. Their points were as follows:

- Some people were opposed to the previous special assessment motion voted on in October because of the amount. But the revised motion is for less money and the Board's primary responsibility is to keep up the property. (100 WW)
- Referring to the CC&R requirement for a two-thirds majority to pass a special assessment and the fact that the previous motion received a majority of the votes cast (59%), a homeowner asked rhetorically why we have to be governed by the minority? Homeowners have the right to vote "no" on the motion if they wish but also to vote "yes." Our money is being spent on things we need. (54 WW)
- The Board has mentioned options homeowners may wish to consider if their funds are insufficient, such as reverse mortgages, loans, etc. But we can't let things slide or have somebody else take care of it. (181 WW)
- The Board unanimously approved the revised motion because we do want to keep up the facilities. (Merryn Gregory)
- The Board's job is to maintain the property. A number of people have stated they would move if we don't repair/maintain the property. (Darell Bidstrup)
- We are operating at the slimmest of margins. We are always operating at what we really need. When someone buys here, it's a covenant. Maintaining the property is a shared responsibility. (Frank Gaddini)
- We are not public property. We are not in the position of subsidizing anyone. We need to remember there have been a lot of deferred projects. It behooves all of us to meet our

responsibilities as members of this community the very best way we can. (Christine Donahue)

- We have achieved a lot of work but we need to continue to invest. (Frank Gaddini)

Frank Gaddini thanked Wayne and Michael, two homeowners who have worked hard on landscape maintenance. Frank went on to say that it has been great to have the Saturday morning informational sessions on the lawn outside the Clubhouse. He summarized the following ideas/suggestions which homeowners brought to these sessions:

- We should work closely with realtors to make sure that buyers are familiar with our two-part budget model: Operating Budget (funded by HODs) and Special Assessment for Planned Projects Budget.
- We should present one bottom line for our budget instead of homeowner dues (HODs) and special assessment.
- The HOD base should be raised to an appropriate level to fund the entire ETA budget (eliminating the need for a two-part budget) and the 4% limit on increases should be kept.
- The CC&Rs should be amended to raise the 4% limit on increases up to, say, a maximum of 10%.
- We should consider keeping the 4% limit and "lock in" an \$800 special assessment for, perhaps, four years.
- We need to improve communication. When the pool and Clubhouse are open again, this will help.
- We should consider organizing a sort of "archivist" committee to organize all of ETA's documents through 2021. The documents currently reside in the office and the attic. Paul Turpin asked how far back our financial records go. Frank replied that as a result of his work with Connie Hirsch on the Budget Committee, he can say with assurance that we can go back to 2009.

President Christine Donahue thanked everyone who attended and adjourned the meeting at 8:05 PM.

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

EDGEWOOD TOWNEHOUSE ASSOCIATION QUARTERLY MEETING VIDEOCONFERENCE

Preserve • Restore • Maintain
Tuesday, January 26, 2021

Eight Board members, the ETA Director of Facilities and Operations, and 13 homeowners attended the videoconference.

Board President Paul Turpin opened the meeting at 7:03 PM and turned the floor over to ETA Treasurer Dan Goodlett to present the Treasurer's Report for FY 2020. Homeowners may request a copy of the report by emailing Dan at etatreasurer@email.com.

Reserve Fund. A homeowner (90 BB) asked Dan about the spending from the Reserve Fund. Dan replied that while we have used the fund for some critical needs (*e.g.*, foundation repairs at 10-40 BB and the damages from the December 2017 ice storm), the fund has been steadily increasing over the last several years. To accelerate the replenishment of the Reserve

Fund, the Board moved to increase its contribution to the Reserve Fund from 10% to 12% per month.

Safety Committee. Ingrid Wendt, Co-Chair of the Safety Committee, reported that she and Co-Chair Linda Sage attended a recent meeting of the Eugene Wildfire Preparedness Coalition. There is going to be a sub-coalition of ETA, Edgewood West, Highlands, Rockridge, and Edgewood Mountain 1 Homeowners Association to work on putting together a grant proposal. Ingrid also announced a Coalition-sponsored presentation on Zoom on February 4, 2021, entitled, "Lessons of the 2020 Wildfire Season."

Special Assessment Vote. One homeowner (54 WW) commented that the 70%/30% vote in favor of the FY 2021 Special Assessment appears to have had a lot of "yes's" but when you look at the two-thirds vote required by the CC&Rs for the motion to pass, only two votes shifting would have meant the defeat of the motion. Requiring a super majority vote of two-thirds or 67% seems too high a hurdle. President Paul Turpin pointed out that while the CC&Rs can be changed to require a lesser majority, that process requires a three-fourths vote.

Financial Issues and Reserves. The discussion turned to the need to get more homeowners involved in the voting and fully understanding their shared responsibility when living in a homeowner association *vs.* a stand-alone home. Frank Gaddini commented that if the Board decides to try to change the CC&Rs to require less than a two-thirds vote, it should develop a motion, educate homeowners as to what it sees as the problems, listen to what the homeowners think, and pursue the change.

President Paul Turpin said that he favors updating our Reserve Study so that we have a clearer picture of what is ahead of us. A reserve study, he continued, is essentially a forecast, informing us what we should be saving now so as to avoid large special assessments in the future. During the course of the meeting, several other attendees mentioned the importance of having a reserve study.

One homeowner (54 WW) expressed a preference for the current special assessment budget model because special assessments go away and you can see what the money is going for. Several other homeowners and Board members voiced a preference for a predictable monthly base rate instead. It makes personal budget planning easier for existing homeowners and potential buyers to know what their monthly costs would be. Board President Paul Turpin said he favors a range of financing so regular dues could cover maintenance.

The discussion turned to the role of realtors in informing clients about possible special assessments. One homeowner (50 BB) commented that the realtor's fiducial responsibility is to the seller. While the ETA website includes the monthly newsletter, *FYI*, and realtors routinely contact Frank Gaddini and/or Dan Goodlett requesting financial information about the association, Frank pointed out that it is ultimately the buyer's responsibility to be informed prior to closing. Finally, ETA did develop a buyer-seller brochure several years ago; it may be a good idea to review and update that.

A homeowner (100 WW) asked how ETA's monthly dues compare with those of other townhouse and condominium developments, saying that when she was looking she saw a wide range of amounts and it was hard to know what was different. Other homeowners and Board members described personal experiences with associations that are somewhat comparable to ETA. One of those associations utilizes a multi-year special assessment for large capital projects while another doesn't handle maintenance repairs as responsibly as ETA does. Frank Gaddini concurred that it is difficult to compare and said the question should be, "What does ETA need to run itself?"

Options to Pay for Future Work. As the meeting closed, Frank Gaddini summarized the discussions by saying there are three options to pay for future work. They are as follows:

- (1) Raise the base rate and keep the 4% limit on annual dues increases without a vote of the homeowners;
- (2) Continue the current budget model of special assessments and stay within the 4% limit; and
- (3) Increase the 4% to realistically give the Board the ability to meet its funding responsibilities.

Paul Turpin agreed but with the following addendum: Whatever approach is used should be in the context of an analysis of expected costs as per an updated Reserve Study.

Closing. Before adjourning the meeting, Paul Turpin said he would like to have more town hall and open-forum meetings as we go forward. A homeowner (35 WW) said she thought Zoom meetings were good for people who don't like to leave their homes at night and for those who prefer to simply observe.

The meeting was adjourned at 8:40 PM.

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

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

Preserve – Restore – Maintain
February 9, 2021

Call to Order: Board President Paul Turpin called the meeting to order at 6:33 PM. The meeting was held by videoconference due to the COVID-19 pandemic. Board members present were: Paul Turpin, Darell Bidstrup, Sheila Dorsey, Dan Goodlett, Merryn Gregory, Sharon Kimble, Michael Maulding, and JoAnn Wilson. Larry Kenton was excused. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Ten homeowners attended.

Approval of Minutes: The minutes of January 12, 2021, were unanimously approved.

Financial Report: It has been the practice to submit the monthly financial report in the month immediately following. However, the Treasurer does not have all the data in the month immediately following. Therefore, the January 2021 Financial

Report will be presented at the March 2021 business meeting and so on, going forward.

ETA Treasurer Dan Goodlett reported that the ETA bookkeeper is finalizing a proposal to expand services to include four visits per month, up from two, for a total of 15 hours per month. This will give us the ability to keep current on all activities. Expanded tasks will include preparing the Treasurer's Report and making routine contacts with homeowners about late payment of dues and special assessments. The cost will be \$720 per month, up from \$459 per month.

ETA Safety Committee Report: Safety Committee Co-Chair Ingrid Wendt summarized various efforts she and Co-Chair Linda Sage are currently engaged in. Ingrid reported that ETA would be one of several of HOAs in the area included in a grant proposal being written by Ian Appow of Eco-System Solutions to the Oregon Department of Forestry to access funding for fuel reduction work. Ingrid also reviewed her coalition-building work with other HOAs in our neighbor; a PowerPoint presentation titled "Lessons of the 2020 Wildfire Season" which will be posted on Facebook soon; and a Southeast Hills Neighborhood Association effort to improve communication including neighborhood alarm systems. Frank Gaddini offered to work with Ingrid to put up timely safety information at the mailboxes.

Coordinator Reports:

- **Technology Coordinator:** Dan Goodlett reported that he and Board member Sharon Kimble have continued to meet about updating the ETA website. Paul Turpin will join their discussion next week.
- **Swimming Pool:** Closed. Frank Gaddini said he is preparing for the coming pool season without regard to whether the pandemic will or will not affect normal pool operations. Frank reported that ETA will need to replace its life-saving rings and we may have a broken groundwater line.
- **Clubhouse Coordinator:** Closed. Frank reported that the broken garbage disposal was replaced and new smoke/CO detectors are being installed.
- **Welcome Coordinator:** Submitted.

Facility Report: Submitted

Educational Minute: Given the current period of extraordinary change on so many fronts, Frank Gaddini gave an overview on business practices of successful organizations that were highlighted in *Harvard Business School Review*. The materials reviewed focused on comparing and contrasting the difference between leadership and management.

Briefly, leadership is centered on a vision of the future of the organization, inspiring the aspirations of others, and demonstrate sound incorruptible integrity. Management, on the other hand, is the process of working with others to ensure the effective execution of a chosen set of goals. Managers set out to achieve organizational goals through implementing processes and protocols – managers get things done, in other words. Successful organizations need both.

The intersection between leadership and management in any organization is getting people to accomplish a common goal on a regular, recurring basis. The ultimate intersection between leadership and management is an appreciation for what motivates and causes individuals to behave the way they do, and the ability to draw out the best of them with a common purpose in mind. At Edgewood Townhouses, the Board and community accomplishes this well.

Old Business:

1. **American Family Policy Renewal:** The Board agreed that it is too close to the February 15, 2021, renewal date of ETA's master policy to try to review competing quotes from other agents. However, the Board will continue to pursue additional quotes and consider them in the coming months. Frank Gaddini reported that Farmers Insurance is ready to meet on Zoom when the Board would like, and an independent agent from Century Insurance Group is getting close to having quotes ready. The Board discussed meeting on Zoom with the agents once the quotes are ready. Board member Darell Bidstrup reminded the Board that American Family has provided us with good service, and its rate was much more competitive than that of State Farm, our previous insurer. Board members were also concerned with not acting in haste in order to fully inform homeowners, some of whom currently receive a discount on their private insurance from American Family.
2. **Setting FY 2021 Board Goals:** Board member Sharon Kimble said that her only goal is determining a plan for when Frank Gaddini retires. Paul Turpin agreed about the urgency of the situation, which he said he regards as second only to resolving ETA's finances, and he suggested that we organize a succession committee so we have a structure to decide on approaches. Frank Gaddini said he had a lot of experience in recruitment and selection, and if the timing of his retirement became a problem, he would continue to be available to assist and advise. Frank will head the committee, and Paul will be an *ex officio* member. In addition to Paul, Board members Dan Goodlett, Treasurer, and Merryn Gregory volunteered to serve. Frank will contact several homeowners who have relevant experience and might be willing to serve as well. Paul said we ought to examine a range of options including management companies and other HOA models. Frank will start laying out the work to be done and will report back to the Board by the March business meeting, if not sooner.

New Business

1. **Parking Waivers:** The homeowner at 40 BB requests a waiver to park in designated parking for 4-5 weeks between February and March 2021 due to a construction project (specific dates are unknown at this time). The Board unanimously approved the request.
2. **"Funds" Model of Funding and Tracking ETA Expenditures:** Paul Turpin introduced to the Board his proposal for ETA to change to a "Funds" model of tracking and planning for capital maintenance and repairs. He distinguished between maintenance and repair projects which recur at least yearly and those which last longer than one year, with the former being classified as *operating expenses*

and the latter, *capital expenses*. Given a close reading of our CC&Rs, it is clear that capital expenses must be paid from the Reserve Fund (IV.11.a, IV.11.c). After an extended discussion and examination of documents circulated by Paul, including a sample financial statements model developed by Susan Turpin, the Board considered the following motion, moved by Dan Goodlett and seconded by Mike Maulding: "To adopt the "Funds" model as presented to the Board and to increase the Reserves contribution to 22%." The motion was unanimously approved. The "Message from the Board" in this issue of the FYI provides more detail, and town halls will be held to answer homeowners' questions. Paul went on to say he will be working closely with Frank Gaddini to update and complete the Reserve Study which will help us anticipate what we're going to need. Board members thanked Paul and Susan Turpin for their work on this.

3. **Meetings for More Discussion:** Given the need for more time to discuss the FY 2021 Board goals as well as the Succession Plan and new Funds model, the Board decided on two additional meetings before March's regular Board meeting: first, a special Board meeting to continue the discussion among the Board members, followed a week later by a town hall meeting for all homeowners to discuss these important topics. Details follow in the Announcements below.

Announcements:

1. Board of Directors Special Meeting (Closed-Forum; homeowners welcome to observe): Tuesday, February 23, 2021, 6:30 PM, by videoconference.
2. The next Town Hall Meeting (Open-Forum): Tuesday, March 2, 2021, 7:00 PM, by videoconference.
3. The next regularly scheduled Board of Directors Business Meeting (Closed-Forum; homeowners welcome to observe): Tuesday, March 9, 2021, 6:30 PM, by videoconference.

Adjournment: The meeting was adjourned at 9:16 PM.

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

Looking Back Over January 2021 Facilities and Operations Report

Frank L. Gaddini, etadirector@email.com

This report is a review of facility and grounds work performed during January 2021. January was named for the Roman god Janus, known as the protector of gates and doorways that symbolized beginnings and endings. The month of January can only be described as "pleasantly mild!" The month recorded normal temperatures, but with average to just below average precipitation levels.

During the month, we recorded and completed thirty-four (34) jobs. Much of our work was routine monthly maintenance that included leaf removal, mowing, and weeding on the grounds. It also included sanitizing the Clubhouse, maintaining our Pool, and abating rats with our pest control contractor – more on pests below.

Our other work concerned some unexpected water surprises. The first water problem we noticed was our water level in the Pool was higher than normal, and upon further inspection we discovered one of our two sump pumps had failed. The proper functioning of both pumps is required to prevent our Pool's equipment from flooding. In good measure, we replaced both pumps. The second water problem was a drainage clog in the Clubhouse kitchen. The sink drain disposal seized and prevented water from draining. We had the sink drain disposal replaced with a new one.

The next four water problems all involved roofs. Two homeowners at 57 and 147 Westbrook Way reported staining on their second floor ceilings. Our third report of ceiling staining was reported by the homeowner of 90 Brae Burn. We immediately had all of the roof attic vents and roof pipe jack seals on all three units replaced. The last roof staining report came from the homeowner at 110 Westbrook Way. This ceiling staining was more complex and required attention; however, rains started pouring again, and our repairs had to be delayed until better weather conditions.

We are observing evidence of rats again. There has also been a plague of roof rats throughout the City of Eugene. We have been managing our pest problem adequately – until recently. Some residents need to be reminded to **not** feed the wildlife. Corn and peanuts strewn around the grounds is occurring again. Please do not feed wildlife. **Please do not feed wildlife.** Please, please, please do not feed the turkeys, squirrels, deer, or the wild birds. It is causing your human neighbors unneeded anxiety and stress and ETA a huge amount of expense for ongoing rat abatement.

Safety Committee Report

BE PREPARED

Do you still have your red folder containing emergency information? If you don't or you moved to ETA after the folders were distributed, please contact lindacsage@msn.com. In the folder, you'll find your OK/HELP sign. In an ice storm, heavy snowfall, or other neighborhood emergency, place the sign in your front window and your co-captain will check on you.

Have you signed up for emergency notifications from Lane County? The county sends wildfire and other alerts to your cell phone. Go to lanecounty.org, click on **SIGN UP FOR NOTIFICATIONS** and then on **ALERT ME! EMERGENCY ALERTS**.

Linda Sage, Ingrid Wendt, ETA Safety Committee

HELP WANTED

The Safety Committee urgently needs one or two ETA residents to link up with a new South Hills coalition that is planning evacuation routes, a neighborhood alarm system and other safety initiatives. Please contact: ldwendt@comcast.net.