

The FYI

A Private Residential Community

Newsletter for the Edgewood Townhouse Association

MESSAGE FROM THE BOARD

Preserve • Restore • Maintain

Dan Goodlett

President, Edgewood Townhouse Association president@etaboard.org

Since the beginning of the year, the ETA Board of Directors has been struggling with the dilemma of funding, and we will continue to struggle with these ideas over the next two or three months.

At the beginning of the month the Executive Officers, including Frank Gaddini, met with the Board's attorney to discuss some of these funding issues with him.

There were four spending-related items on the table:

1. Amending the 4% limitation to allow for a higher maximum percent. (CC&Rs, Article IV, Section 3 (a)).
2. Amending the majority requirement for assessment currently set at 2/3, to 55% of quorum. (CC&Rs, Article IV, Section 3 (a)).
3. Master Insurance Responsibilities. (CC&Rs, Article VII, Section 6).
4. Reserve Fund transfers to Operations and Replacement. (CC&Rs, Article IV, Section 11 (e)).

The underlying question is how we will fund our operations without reducing the percentage contribution to reserve funds, which the Board has the option to do. A key learning is that they are separate distinct funds. Our CC&Rs clearly state that we can use the reserve fund to pay for overages in the operations fund, but we have to pay that money back to Reserves. Our avenue for paying that money back is cutting the operations budget or asking for a special assessment.

If we go over budget, which we did last year, should we cut operations costs for the current year in order to replenish the reserve fund, or should we call for a special assessment? Cutting the operations budget may affect the services we now have, like landscaping, swimming pool, lawn watering, and insurance. We will be considering a new landscape contract at the next regular board meeting.

Anyone interested in reading the transcript of our meeting with the attorney can contact your Board President at president@etaboard.org.

There will also be a special board meeting on Tuesday, February 28, at 6:30 on Zoom. At this meeting we will discuss the following topics:

- Review reserve fund projects that Frank identified at our last meeting.
- Develop a new model for a revised heat pump policy.
- Fill the current open board position.

SPECIAL NOTICE

Homeowner Dues are due on the first of each month. If using US Mail send to Edgewood Townhouse Association, 95 Westbrook Way, Eugene, OR 97405

UPCOMING EVENTS

ETA Board of Directors Special Closed Forum Meeting:

Tuesday, February 28, 2023, 6:30 PM. Video Conference.

ETA Board of Directors Monthly Business Meeting:

Tuesday, March 14, 2023, 6:30 PM. Video Conference.

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Sharon Kimble, Editor
Email: fyi.editor@etaboard.org

EDGEWOOD TOWNEHOUSE ASSOCIATION QUARTERLY MEETING

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Tuesday, January 24, 2023

The meeting was held both in the Clubhouse and by videoconference. Four Board members, the ETA Director of Facilities and Operations, and 13 homeowners attended in-person at the Clubhouse. Three Board members and seven homeowners attended on Zoom.

Board President Dan Goodlett opened the meeting at 7:04 PM. Dan began the meeting by welcoming everyone and explaining that the Quarterly meetings are open-forum. That is, any homeowner having a comment or question is invited to speak. The topics covered are summarized below.

The Gate at Westbrook Way and Brookside: *(Background: The Board voted to open the gate for a 12-month trial period at its November 2022 Board Business Meeting. At the December 2022 meeting, after receiving input from nearby homeowners, the Board decided to reclose the gate and to postpone a final decision on positioning of the gate until the February 2023 meeting.)*

Homeowners asked a number of questions including what criteria the Board used to decide to open the gate; how the duration of the trial period was set; and who would monitor the trial-period results? Dan asked Board member Darell Bidstrup to comment on the criteria for deciding to open the gate. Darell began by noting that 65 of the 90 homes at Edgewood exit the property by turning onto Willamette, usually by making a left turn. There is no signal, no merge lane, and no clear vision way to exit. Darell went on to say the gate has been regularly opened during fire season to allow for emergency evacuation. Speaking to the concerns of some homeowners, Darell said that Google and other navigation apps cannot direct traffic through a private street. One homeowner said that she had wanted the gate open for many years, worried that a medical emergency might coincide with something that prevented access at Westbrook Way. One homeowner was concerned that if the gate were always open, Westbrook Way would become a throughway, and another said that the homeowners located near the gate appreciate the quiet and security of not having cars pass near the front of their homes. Several homeowners pointed out that this didn't need to be an either/or situation and suggested a number of possible ways to have the gate closed while permitting homeowners to exit at the gate if needed.

Frank Gaddini agreed that we can have an engineered solution. "Anything is possible once you identify what you want." Frank added that the gate is currently askew and would need to be restructured for easy movement, again something that can be done but at a cost. Finally, one homeowner commented that he was sympathetic to both positions on the gate, open or closed, and that we have to understand what people really want. An upgrade is certainly possible but there are associated costs and that is what a special assessment could be for. Frank summed it up saying the decision rests upon three things: "Safety, security, and convenience. It is solvable."

General Topic of Finances: One homeowner expressed opposition to the idea of changing the 4% ceiling on annual assessment increases (CC&Rs, Article IV, Section 3 (a)). He stated that we need to know how much has been spent unit by unit and then put those expenditures side by side with Reserve Study data. If we think smaller, pay-as-we-go, instead of one large assessment, it will make solutions more palatable. Dan replied that he is looking at the Reserve Study right now. A full year of data will probably come next month. While inflation was around 8%, oil was double that and the price of oil is reflected in many of the materials we purchase such as roofing tiles, plastic pipe, and paint.

Frank said that the idea of not exceeding 4% was great in 1970. The first HOD (homeowner dues) at Edgewood was \$25. Out of the 52 years of Edgewood's history, there were 18 years where there was no increase at all in the annual dues. A Reserve Study lays out, for example, that if you're going to put in a new gate in 30 years, from the first day you have to put the money in the Reserves over the 30 years. But at Edgewood there was a lack of foresight.

Thanks in great part to our previous Board President, Paul Turpin, and to the support of homeowners, we were able to increase the dues beyond the 4% limitation for five years beginning in 2022 and to pass a special assessment of \$5,000. That \$5,000 enabled us to address many things that had been left undone over the years, but it will not pay for some really expensive projects coming up in the future that are special assessment type projects. (Please see the January 2023 FYI for details.)

A homeowner asked, "I remember we had the \$5,000 assessment and dues to \$600 for five years....and you still want more?" Paul replied, "Yes," and explained that the \$5,000 didn't fill up the Reserve Fund, and additional dues will go into the Reserve Fund bringing it up to the amount we need.

Part of ETA's being old is that we have lots of repair and replacement costs. Our budgets are extremely tight and emergencies take us over the edge. Dan emphasized

that what we're putting in the Reserve Fund isn't for spending it all when it comes in. The Board has a fiducial responsibility.

Other Homeowner Comments and Concerns

- Some areas of the property are dark at night. Can yellow lights be replaced with white lights? Frank will address the matter.
- Does anyone know who's throwing out all the birdseed? It attracts rats and increases our pest control costs.
- Only 20% of homeowners are present tonight. So why do we need 75% approval? *Frank: The CC&Rs require a super majority or 75% of homeowners to approve a change to the CC&Rs, which is what we'd need if we raise the 4% ceiling on increasing annual dues.*
- How do homeowners get an item on the agenda? Homeowners want the emails of all Board members. *Dan: To suggest an item for the agenda, homeowners should email him at president@etaboard.org as well as all Board members if they wish. The other officer emails are as follows: vp@etaboard.org, secretary@etaboard.org, and treasurer@etaboard.org. Dan said he is working with the remaining Board members to set up their accounts in our new email software. Once they are available, all Board addresses will be published in the FYI.*
- Letters to the Board don't get acknowledged.
- There's value in talking about cutting costs but safety issues shouldn't be put on the sideline. Safety should be first. *Dan: This is a good point but we've had so many high-priority issues to address.*
- Miscellaneous Comments About the Pool: Maybe pool passes could be imposed? The pool is being used by grandkids and maybe their friends while I'm the one paying; we need adult times. Many of us enjoy the pool with our kids and grandkids. I use the pool regularly with my grandchildren and someone complained to me about the noise but that's what kids do. Kids make noise and memories in the pool. Should someone be at the pool all the time to supervise it?
- Earthquake Insurance: ETA's current earthquake insurance is inadequate. The cost-saving idea in the January 2023 FYI to transfer earthquake insurance to homeowners won't work. The pool, Clubhouse, infrastructure, buildings, etc. can't be covered under individual homeowner policies. We need to brainstorm ideas and present them in April before the policy comes due for renewal in May.

Adjournment: The meeting was adjourned at 9:01 PM. Cookies and coffee were available.

JoAnn Wilson, ETA Secretary, Email: secretary@etaboard.org

EDGEWOOD TOWNEHOUSE ASSOCIATION VIDEOCONFERENCE: BOARD OF DIRECTORS MONTHLY BUSINESS MEETING

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Tuesday, February 14, 2023

Call to Order: Board President Dan Goodlett called the meeting to order at 6:33 PM. The meeting was held by videoconference. Board members present were: Dan Goodlett, Darell Bidstrup, Jan Connell, Ray Czerwinski, Sheila Dorsey, Merryn Gregory, Patricia Mullen, Wayne Russell, and JoAnn Wilson. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Ten homeowners attended.

Approval of Minutes: The minutes of January 10, 2023, were unanimously approved.

Landscape Committee: Committee members Patricia Mullen and Ruth Kenney, together with homeowner Rebecca Sheppard who is a landscape architect, presented landscape/grounds maintenance recommendations for the Board to consider. The recommendations include a proposal to reduce current grounds maintenance visits from once per week to 35 visits per year. The reduced schedule reflects weekly visits from May to September and October to December—with differing services for each four-month period—and no visits from January to April. Other recommendations included changing watering practices and replacing small patches of grass with mulch or other low/no maintenance ground cover (larger, open grassy areas would remain). Landscape Committee members would coordinate volunteers for fertilizing, pruning, creek cleanup, and ivy abatement while the ETA contract workers, under the supervision of the Facilities Director, would perform such tasks as picking up downed branches, over seeding lawns, and spreading mulch. Based upon current rates, the committee estimates that reducing the number of maintenance visits would save more than \$16,000 per year. Dan said this topic will be put on next month's agenda. Darell Bidstrup expressed his support for the committee's efforts and commented that the committee should have an overall plan it can present to the Board, looking at the landscape as a whole, not just as individual properties.

Financial Reports:

- **Treasurer:** Submitted. Ray Czerwinski, Treasurer, said he would like to reduce certain operating expenses, such as earthquake insurance and pest control, and he would like to get back to FY 2021's operating budget of \$250,000. Ray, Dan, and Frank Gaddini will meet as the Finance Committee on February 20, 2023.

- **Reserve Study Coordinator:** Dan said that he is reviewing the jobs listed in the Reserve Study and in Frank's maintenance log. His goal is to determine how reserves have been impacted and revise the forecast of expenditures over the next five years.

Coordinator Reports:

- **Technology Coordinator:** Dan reported that every Board member as well as Frank now has an ETA email. He's now testing board@etaboard.org so that anyone wishing to email all board members can do so with a single address.
- **Swimming Pool:** Closed
- **Clubhouse Coordinator:** Patricia said that the recent potluck was successful though not as well attended as the December potluck.
- **Welcome Coordinator:** Dan reported that the coordinator had made a couple of visits to new homeowners during the prior month.

Facility Report: Submitted

Old Business:

1. Gate at Westbrook Way and Brookside. Dan said that he believes we should follow the path that suits most homeowners, leading him to conclude we need to find a technology-based solution. But would the funding come from Reserve Study funds or a special assessment? Dan continued that if it goes into the Reserve Study, the project would probably be a bit further down the road but he's one to two months away from knowing for sure.

Board members expressed differing points of view. Darell said we should leave the gate open on a trial basis as the Board previously agreed. He, along with Merryn Gregory and Wayne Russell, were concerned about spending money on an expensive tech fix. Patricia said she would like to see no-tech solutions. Frank said the priorities should be *safety, security, and convenience*. He is confident we can find an answer that meets each of these priorities and he's working with a contractor now to get the costs for several solutions that would be technology based.

In response to a question from JoAnn Wilson, Frank detailed the current condition of the gate. He said the hinge posts have collapsed because each side of the gate weighs in excess of 300 pounds which is a lot of weight and a lot of stress. Frank closed by saying it is in our best interest to fix our 52-year-old gate with one that meets our needs and that conforms to current building codes. Dan asked for a consensus vote for the near term. Board members agreed to keep the gate closed but unlocked.

2. Goals for FY 2023: Funding Issues. The Board officers met recently on Zoom with ETA's attorney. A transcript of

the meeting has been provided to all Board members. The topics discussed at the meeting were as follows:

- Amending the 4% limitation to allow for a higher maximum percent. (CC&Rs, Article IV, Section 3 (a)).
- Amending the majority rate requirement for assessment, currently set at 2/3, to 55% of quorum. (CC&Rs, Article IV, Section 3 (a)).
- Master Insurance Responsibilities. (CC&Rs, Article VII, Section 6).
- Reserve Fund transfers to Operations and Replacement. (CC&Rs, Article IV, Section 11 (e)).
- Clarification of Open Meetings and Email Meetings.

The Board officers agreed that amending the CC&Rs to change the 4% limitation and/or reducing the majority rate for assessment to 55% should be put on hold for this year. However, that does not mean one or both of these won't be taken up in another year. Dan did comment that he personally likes the idea of reducing the needed majority for assessment to 55%.

Regarding our master insurance responsibilities, the CC&Rs do not specify that we must have earthquake coverage. The CC&Rs read as follows:

The Association shall at all times be insured with broad form fire and extended insurance for the full replacement value of the buildings, as well as common property and liability coverage under the terms and provisions of a group or blanket policy to be obtained by the Association.

The cost of having a separate policy for earthquake coverage is very high. In the past, we have had coverage with carriers that offer both in a single policy. Frank is beginning to identify which companies currently offer such combined policies in order to reduce our insurance expenses.

Dan said while any transfer of funds from Reserves to Operations must be repaid, it was still unclear to him *when* it has to be repaid. He said the best way to prevent such a situation is to make sure that both Reserves and Operations are well funded so we don't need to transfer from one to the other.

On the topic of Board members exchanging ideas outside of Board meetings, our attorney said this did not violate open meetings law and was not a potential legal problem. Dan asked Board members to keep such email exchanges among themselves and not to circulate them to non-Board members.

The discussion then turned to the 12 common ground and facilities projects that Frank believes should be accomplished in the next four years. In order of priority, they are as follows:

Common Ground Projects

- Groundwater Drainage, 121 WW through 137 WW.

- b. Concrete: Horseshoe Walkway
- c. Driveway #4: Complete Asphalt Repairs
- d. Concrete: Stairways at 8 WW and 36 WW
- e. Gate at Westbrook Way and Brookside
- f. Concrete: Stairwells and Walkway from 100 WW to 136 WW
- g. Westbrook Way Asphalt: Phase 1
- h. Westbrook Way Asphalt: Phase 2
- i. Westbrook Way Asphalt: Phase 3
- j. Groundwater Drainage, Driveway #3

Facilities Projects

- a. Foundation Stabilization: 71 WW
- b. Foundation Stabilization: 147 WW

Frank said that most of these large-scale projects can probably be accomplished in the next four years using the \$600 HODs while still getting the roofs and painting done. He emphasized that we need to proceed on the first item on the list, the groundwater project. It affects six units and if it is not addressed, it will cause a foundation problem at 137 WW. The work that will probably need a special assessment to complete is the Westbrook Way asphalt. That project could be completed in three phases or at one time. Ray questioned whether we would have enough to complete these projects given inflationary pressures. Dan asked Board members to think about this presentation and said we will continue the discussion at our next Board meeting.

New Business:

1. Emergency Contact Form and ETA Directory: Update. JoAnn said that she and *FYI* editor Sharon Kimble have been working to revise the Emergency Contact Form for the last several months in an effort to improve its clarity. The process has included field testing it twice, asking our contract workers to fill it out and provide feedback. The goal is to send the form out next month to all homeowners except newcomers who recently provided the information. The data is put into a database that resides on Frank's Clubhouse computer, and from that database, relevant information is extracted to produce the *ETA Directory*. [Due to the complexity of decisions about the uses of the information, it is not possible to produce the Directory using computer automation.] Our Welcome Coordinator is already distributing the revised form with the Welcome Packet. Frank, Sharon, and JoAnn will be meeting soon to discuss the database.

Announcements:

1. The next regularly scheduled Board of Directors Business Meeting: Tuesday, March 14, 2023, at 6:30 PM, by videoconference.
Adjournment: The meeting was adjourned at 9:08 PM.

JoAnn Wilson, ETA Secretary. Email: secretary@etaboard.org

Looking Back Over January 2023 Facilities and Operations Report

Frank L. Gaddini, etadirector@email.com

This report is a review of facility and grounds work performed in January 2023. January can only be described as normal as normal can be for the first full month of winter.

Temperatures during the month were relatively normal for the season. Sunlight was increasing minutes each day. Rainfall during the month was nearly five inches; interestingly, the lion's share of that rain fell mostly within the first few days of the month, when several micro-bursts of rain pelted us.

During the month we recorded and completed one hundred-thirty-four (134) jobs. The most notable work was the sixty-six (66) roofs and two-hundred-sixty-four (264) gutters that were cleaned and received an application of moss control to retard moss growth. We also inspected all of the rubber gaskets on the roofs sealing our pipe jacks. During the month we replaced seventeen of the rubber seals.

Other significant work was the continuation of our Reserve Study projects. Our first job was activating the new Pool boiler and performance test. At the beginning of the month we began the replacement of the party patio wall siding, building wall siding, and garage wall siding in the patio at 9 Westbrook Way. We also deconstructed, disposed, and replaced several wall siding panels and gable wall siding panels throughout Driveway 2 (1 through 11 and 17 through 35 Westbrook Way) in preparation for painting. Paint followed up immediately after all carpentry repairs were made in Driveway 2. As we neared the end of the month, we began the deconstruction of all dry rotted and ultraviolet damaged wall siding panels at 109 Westbrook Way. We will continue our work there through February.

On our grounds, we began the installation of a new underground groundwater drain line for the roofs at 113 and 117 Westbrook Way. We routed the new line to the landscape reservoir south of the Pool. After performing the work on the underground groundwater drain lines, we replanted grass and relandscaped the reservoir with new rock.

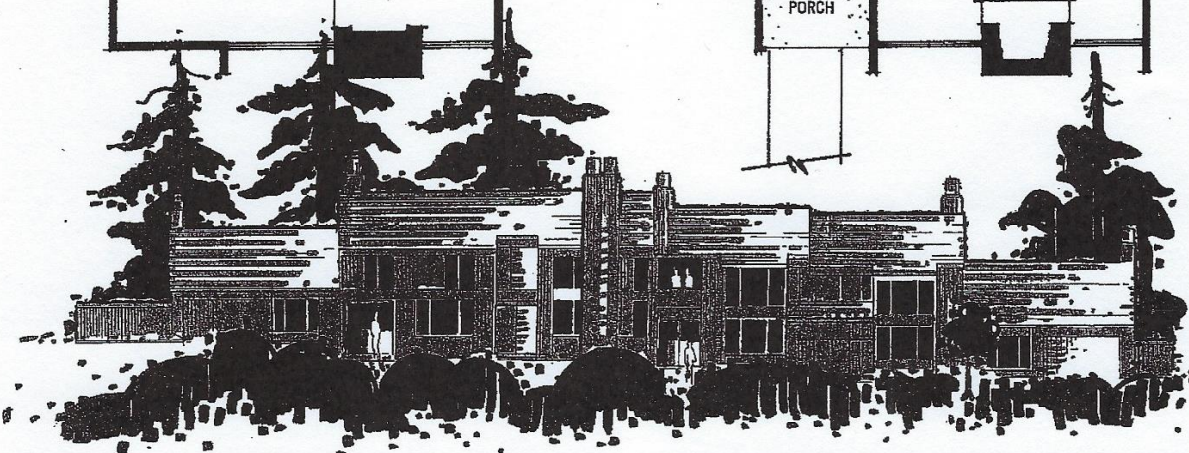
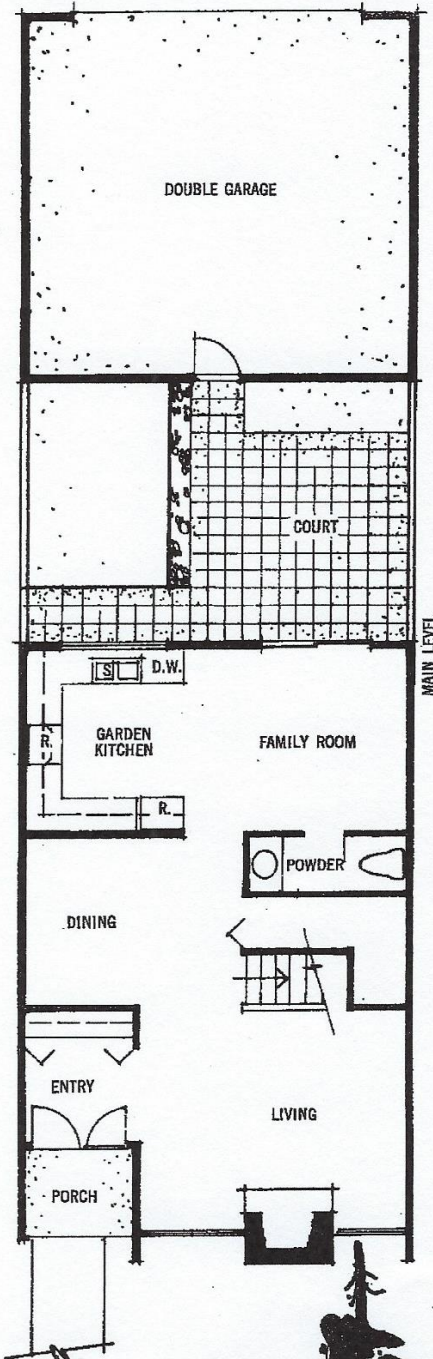
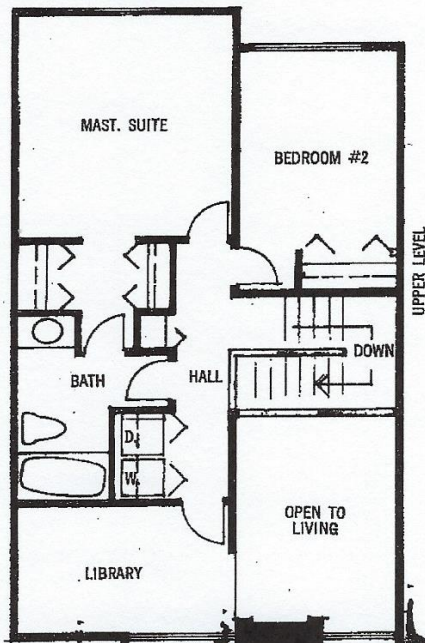
In January we also took down all of the seasonal holiday lights and stowed them away in the attic of the Clubhouse. In the Pool Equipment Room, we repainted walls and the floor and upgraded the interior of the room with new lighting and exhaust system. As we move closer to the middle of winter, I wish you a safe, healthy, and prosperous year at Edgewood Townhouses.

This is one of the ETA floor plans that were provided to prospective buyers when the original property was built.

The Tahiti

Features INCLUDED in purchase price.

- ★ Two bedrooms plus study and double bath.
- ★ Luxurious nylon shag carpet in the living room, dining room, stairs and hall.
- ★ Both bedrooms and study carpeted in deep custom nylon.
- ★ Care free Vinyl floors in the family room, kitchen, baths, and entry.
- ★ Color coordinated kitchen with built-in oven, range, dishwasher, disposal, and furniture finished cabinets ...extraordinary counter space and storage.
- ★ Formal dining for daily use and festive occasions.
- ★ Study or den overlooking the full 2 story living room.



All the Townhouses of Edgewood provide more gracious living with heavy hand-split shake roofs; double garages; maintenance free bronze window frames; fireplaces; double sound walls with air space for acoustical privacy; secluded garden courts; park, pool and recreation building privileges; professionally landscaped and maintained grounds and exteriors.