

# 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](mailto:president@etaboard.org)

**I**t's springtime, with both moderate temperatures and snow in the forecast. Yes, we are in Eugene, just in time for 'March madness'. Reserve Projects are being planned or are under way.

Last week Frank took a few small groups of Board members on tours of the property to look at areas targeted for common area projects, which include mostly groundwater, concrete, foundation and asphalt jobs. The Board was tasked with ranking the top three projects.

While we wait for the results to be compiled, let's talk about landscape. If you're not talking about landscape now, most likely you will be soon. In the last monthly meeting, the Board passed a motion to adopt some significant changes in our landscape contract. These changes address the need to reduce operating expenses, as advised by our Treasurer, by cutting out some unnecessary aspects of our current arrangement with our landscape provider. The details are in an insert at the end this current *FYI*. The Board urges you to read it. Don't rely on opinions you might have heard. Form your own opinion, then have those conversations with your neighbors.

We can all have a part in planning improvements at Edgewood Townhouses and in helping to reduce operating expenses. Get out, have some conversations with your neighbors, and enjoy the spring weather, whenever it makes an appearance, as well as the beautiful flowers popping up everywhere.

### 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

**Clubhouse WiFi Password:**  
ww95ww95@E

### UPCOMING EVENTS

**ETA Board of Directors Monthly Business Meeting:**

Tuesday, April 11, 2023,  
6:30 PM. Video Conference.

**ETA Quarterly Open Forum Meeting:**

Tuesday, April 25, 2023,  
7:00 PM. Clubhouse and by Videoconference.

### CONTENTS

Message from the Board

Board of Directors Special Meeting

Board of Directors March Business Meeting Minutes

Facilities and Operations Report

Good to Know

**Information for Residents:**  
New Landscape/Grounds Maintenance Procedures

Board Email Addresses

### INSERTS

April Activities

Sharon Kimble, Editor  
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**EDGEWOOD TOWNEHOUSE ASSOCIATION  
VIDEOCONFERENCE: BOARD OF DIRECTORS  
SPECIAL MEETING**

*Preserve • Restore • Maintain*  
February 28, 2023

**Call to Order:** Board President Dan Goodlett called the special meeting to order at 6:30 PM. The purpose of the meeting was to fill a Board vacancy and to discuss ETA's heat pump policy and Reserve projects identified in previous Board meetings. The meeting was held by videoconference. Board members present were: Dan Goodlett, 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. Eleven homeowners attended.

**1. Model of Revised Heat Pump Installation Policy.**

Frank Gaddini displayed on the screen a copy of ETA's Request for Ductless Heat Pump Installation which has been in use since 2016. Frank suggested one small revision in that policy. The revision suggested was to have homeowners bear the cost for a fence or vegetation to visually obscure the heat pump when it is located on common ground. In answer to Board members' questions, Frank made the following points:

- a. Since this would be a change in policy, it would not affect the CC&Rs.
- b. Contrary to what some may have heard, it is not the case that some homeowners have installed heat pumps without consulting the Board. Frank added that for as long as he can remember, he's participated with the homeowners in making decisions about heat pump placement.
- c. Contractors must ensure that new heat pumps are not placed on any existing underground utility. After further discussion, Board members agreed, by a vote of 6 to 2, upon the following addition to the existing request form:

*The homeowner will be required to pay for approved plant material or fencing to obscure the visibility of the heat pump when it is located on common ground.*

Board members voting "No" were Patricia Mullen and Wayne Russell, both of whom were concerned about such a precedent paving the way for other installations such as solar panels.

**2. Open Board Vacancy.** Patricia nominated Connie Hirsch. Nominations from the floor were made by Sharon Kimble who added her support for Connie Hirsch

and by Ingrid Wendt who nominated Ralph Kryder. Board members voted, selecting Connie Hirsch.

**3. Review of Proposed Reserve Projects: FYs 2023-2026.**

At the January and February 2023 meetings, Frank presented a list of 12 large-scale common ground projects, in order of priority, which should be accomplished through 2026. Most, he said, could probably be undertaken through our current special assessment for Maintenance and Sustainability and your current HOD of \$600 per month through December 21, 2026, while still getting the roofs and painting done. Jan Connell said she would like to find a time to tour the projects with Frank. Dan agreed.

Patricia said she was confused about our financial picture as we consider these projects. She commented that our treasurer, Ray Czerwinski, paints a bleak picture while Frank has a more confident view, believing that all except perhaps the three phases of the Westbrook Way asphalt project could be accomplished within the four-year period without a special assessment. She asked how the Board can resolve these two views.

Frank responded that the concept of a Reserve Fund is distinct from a Reserve Study. A Reserve Fund is like a savings account for future needs. A Reserve Study is simply a priority list of items that the Association is responsible to maintain. It must be updated annually because some Reserve Study projects are completed during the year. The 12 common ground projects are included on the Reserve Study. They are the kind of projects that in previous years, because we couldn't get enough money to fund them, were called special assessment projects.

Ray said he was not comfortable going ahead with these projects without an updated Reserve Study. Dan commented that we need to keep an eye on the Reserve Fund balance. While there is no government-mandated percentage we need to keep in reserve, we don't want to be draining our Reserve Funds either.

Wayne asked about the implications if we don't do these projects which Frank has designated as the highest priority on his Common Ground Projects list. Frank gave his opinion about some of the more urgent needs, but he reminded the group that his list was not prepared as a priority ranking. The purpose of the tours was to review each project and have each individual Board member understand the needs and assign their rank of importance to determine what should be done first. Dan said we would talk about this topic at the next meeting.

The meeting adjourned at 8:01 PM.

JoAnn Wilson, ETA Secretary. Email:  
[secretary@etaboard.org](mailto:secretary@etaboard.org)

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

*Preserve • Restore • Maintain*  
Tuesday, March 14, 2023

**Call to Order:** Board President Dan Goodlett called the meeting to order at 6:35 PM. The meeting was held by videoconference. Board members present were: Dan Goodlett, Jan Connell, Ray Czerwinski, Sheila Dorsey, Connie Hirsch, Patricia Mullen, Wayne Russell, and JoAnn Wilson. Merryn Gregory was excused. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Ten homeowners attended.

**Approval of Minutes:** The minutes of January 24, 2023, and February 14, 2023, were unanimously approved.

**Financial Reports:**

- **Treasurer:** Submitted.
- **Reserve Study Coordinator:** Dan Goodlett said he had just completed a preliminary projection of spending out for five years and had emailed to Board members shortly before the meeting. To level out spending, Dan changed the rate at which we spend Reserve dollars, reducing spending for 2024 and 2025, and then reapplying the amount cut back to years 2026 through 2028. This enables us to keep the Reserve balance at about \$100,000 and percent funded in double digits. Dan said that he agreed with Treasurer Ray Czerwinski that we must keep Operations spending at or below budget to assure we have a healthy reserve. He added that this preliminary projection is not a substitute for an updated Reserve Study which he hopes to have available by the next Quarterly meeting on April 25, 2023.

**Coordinator Reports:**

- **Technology Coordinator:** Dan said that the computer which Frank Gaddini uses in the Office was replaced. It was paid for out of Reserve funds.
- **Swimming Pool:** Closed
- **Clubhouse Coordinator:** Patricia Mullen said that the projector picture wasn't crisp when showing movies. Dan said he would take a look at it.
- **Welcome Coordinator:** Dan reported that the coordinator has received her business cards. There were no visits to new homeowners during the prior month.

**Landscape Committee:** Patricia Mullen said the Committee is talking to homeowners about donating plants and the response has been very positive. Jan Connell said that solar lights donated by a homeowner will be installed along the Horseshoe Walkway.

**Facility Report:** Submitted

**Old Business:**

1. **Landscape Committee Proposal and Other Grounds Maintenance Options.** Committee Chair Patricia Mullen said she felt strongly that the Board could quickly implement the Landscape Committee plan and moved that it be adopted immediately. (NOTE: The Committee recommendations appear on the final page of this newsletter.) Frank Gaddini, ETA Director of Facilities and Operations, said we have been working with Medallion Landscaping for the past five years, and it was his opinion that our current landscaping practices are fine for a residential homeowner association property. Wayne Russell said that the Committee had gone to a lot of effort, and he definitely supported reducing landscape maintenance expenditures. Sheila Dorsey asked how the Board could vote on it given the long list and said the Board needed more information. Connie Hirsch said she didn't have an impression that all the things on the list would be done and that it was good to set a targeted spending amount. Frank added that the recommendations contained a lot of micro-management and suggested an alternate schedule of twice monthly visits rather than the proposed weekly visits for eight months and no visits from January through April. JoAnn Wilson said there needed to be more discussion by the Board of the proposal and other options and she wasn't ready to support it.

Patricia said that members could have come to her after last month's meeting if they had questions. She continued that the recommendations were also supported by Darell Bidstrup, the previous Chair of the Landscape Committee, and Rebecca Sheppard, ETA homeowner and a landscape architect. Patricia said it was "beyond time" to do this and restated the motion. The vote was 7-1 (Yes: Connell, Czerwinski, Dorsey, Goodlett, Hirsch, Mullen, Russell. No: Wilson). Motion carried.

2. **Insurance:** Update. Frank said that American Family walked the property last weekend and he was still waiting to hear from State Farm.

3. **Walking Tour of Common Ground Projects.** In the week preceding the meeting, Frank led walking tours for Board members of the 12 grounds projects that he advises we complete over the period FYs 2023-2026. (For the detailed list, please see the February 2023 FYI.) Frank believes we can complete the projects we've already planned (roof repairs, painting, etc.) and do all or most of the 12 projects we have identified during the four-year period. Ray said he had no objection to any of the projects but wasn't ready to go forward without an updated Reserve Study. Members thanked Frank for his informative tours and began to offer their rankings of the

projects. To save time, Dan asked instead that members send an email to Frank listing their top three priorities.

4. FY 2023 Operations Budget. Ray said he would like to revise the budget down to \$288,000. The big “what-ifs” are pest control and insurance. Dan pointed out that the fiscal year 2023 budget was already approved at the October 2022 annual meeting in the amount of \$307,449.

A discussion ensued regarding pest control costs that have skyrocketed. Board members expressed a lot of concern about limiting pest control to structural pests only (*i.e.*, termites, carpenter ants, and woodpeckers) with homeowners being responsible for rat control. Frank reported that we are currently managing rats at 14 of our 22 buildings and that feeding of wildlife is no longer the main cause of attracting rats to our property. Rats come in for a variety of reasons, including food, water, and shelter. See details in Facility Report article below.

#### **New Business:**

1. Committees. Dan said it would be useful to detail in a policies and practices manual the topic of committees. Suggestions by Board members included defining the role of each committee; time limits, if any; the recruitment of members (a minimum of three are required by our Bylaws); and so on. Dan said the Board will revisit this topic in the future.

#### **Announcements:**

1. The next regularly scheduled Board of Directors Business Meeting: Tuesday, April 11, 2023, at 6:30 PM, by videoconference.
2. The next Quarterly Meeting: Tuesday, April 25, 2023, at 7:00 PM, in the Clubhouse and by Videoconference.

Adjournment: The meeting was adjourned at 8:34 PM.

Executive Session

JoAnn Wilson, ETA Secretary. Email: [secretary@etaboard.org](mailto:secretary@etaboard.org)

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## **Looking Back Over February 2023 Facilities and Operations Report**

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

### **“Rats Don’t Just Eat Bird Seed”**

Recently we managed a rat invasion that supersedes anything we’ve ever managed at Edgewood Townhouse Association ever. We have been managing roof rats for several years lately.

The City of Eugene revised its Farm Animal Standards Ordinance in 2012. Prior to 2012 there was no limit to harboring farm animals within the city limits. So in 2012 restrictions were placed on the number of farm animals permitted in residential neighborhoods in Eugene.

Chickens and domestic fowl, including quails, pheasants, ducks, pigeons, and doves, were permitted, while roosters, geese, peacocks, and turkeys were prohibited. Any resident could raise six rabbits over the age of six months, and six under the age of six months were permitted. Up to three pygmy, dwarf, and/or miniature goats were permitted, provided the males was neutered. If you live in an R-1, you could even keep a miniature pig up to 150 pounds in your backyard. R-1 Zones are mostly every residential neighborhood in Eugene. In fact, anyone residing in an R-1 Zone with the capability of managing a property over 20,000 square feet with an approved building was permitted to harbor an unlimited number of rabbits or chickens in the city limits providing they could comply with the city’s Farm Animal Standards.

The city ordinance did have strict sanitation requirements. Animal manure was not allowed to accumulate on the property to minimize odor detectable beyond five feet of the property line. Composting farm animal waste was regulated too. Specific regulation was enacted to prevent rodent problems, including storage of feed in metal containers, and limiting farm animal feeding to only two 15-minute periods per day.

At Edgewood, we have rats! They are all around us! Why do we want to keep them out? Because they contaminate areas with urine and feces; spread harmful bacteria, parasitic worms, and pathogens; chew holes in building materials; introduce ticks, fleas, mites, and other ectoparasites; invade stored items and cause contamination; chew on wires or gas lines; and maybe even cause a house fire.

But rats are not here only because of bird seed. Rats are also at Edgewood because of the way some of us live our lives. Clutter and chaos also attract rats. If you store lots of cardboard in your garage, lots of boxes, or anything that contains or may have contained food products, you’re attracting rats. Rats love to have nesting space with food and water. You know, if you throw unbagged garbage into your garbage container and the container is cracked or broken, rats will smell it and find it. If you have open water containers left outside, you are inviting rats to your home. Do you have pet waste in your garage or patio? Sometimes we just don’t realize that our

lifestyles in our homes and garages are actually first-class buffets and hotels for rats.

Remember, rats are not here only because of bird seed. To prevent roof rats in your home, there are some simple practices to naturally deter roof rats. These methods can help prevent a rat infestation in certain circumstances.

1. Remove and protect all food sources in your patio and garage. Rats are strongly motivated by food – no food = no rats.
2. Limit any standing water, including containers like bubbling fountains, buckets, or watering cans holding water around your home and in your patio.
3. Repair leaky pipes, faucets, and other plumbing issues inside your home and your hose bibs in the patio.
4. Seal potential entry points in the exterior and interior of your townhome.
5. Trim tree branches and all vegetation away from your interior patio walls, and contact us for branches on your home’s exterior.
6. Rake and clear areas around the interior of your patio’s foundation of vegetation, plants, and leaf debris.
7. Remove clutter in your home, your garage, and your patio area and organize your patio and garage to limit places for roof rats to hide.
8. Limit the number of cardboard boxes, paper products, newspapers, and magazines stored in your garage, as well as empty containers that were once filled with any type of food products from cat food to pizza boxes.
9. Perform routine inspections along the corners of your garage walls and floor for evidence of rat droppings.

The rats are here at Edgewood Townhouses. They are everywhere outdoors. And in some cases they are indoors. Our new reality is, how effectively will we be able to manage them from entering our homes and minimize them around our grounds? We all need to do our part. We all need to know that we continue to explore new natural way to manage rats. We all really need to remember “that rats are not here only because of bird seed.”

**Facilities and Operations Report**

This report is a review of facility and grounds work performed in February 2023. February can only be described as normal, as normal can be. Love was almost palpable everywhere in the air at Edgewood as it came to a crescendo at St Valentine’s Day.

Temperatures during the month were relatively normal for the season; daylight was increasing minutes each day,

there were seven out of the 28 days of sunshine that broke through the fog and clouds; and rainfall, snow, and night-time freezing during the month was more than normal.

During the month, we recorded and completed ninety-six (96) jobs. The most notable work was the focus on roof and gutter cleaning. During the work we applied zinc-sulfate on the roofs to abate and deter moss growth. Throughout this work we noted several rubber seals over our vent pipes that were showing signs of cracking, and we replaced eighteen of these rubber seals.

Thirty four (34) of our jobs or nearly one-third of our work during the month was work on our Reserve Study projects and included a number of carpentry repairs and repainting projects.

Edgewood Townhouses is a place of great beauty and peace. But remember, during February our community is a place of love. Enjoy the day.

**GOOD TO KNOW INFORMATION FOR RESIDENTS**

**NOTE: The following recommendations were passed by the Board at the March 14 regular monthly Board meeting.**

**LANDSCAPE/GROUNDS MAINTENANCE RECOMMENDATIONS**

**Current Grounds Maintenance Contract-Current Practices**

1. Maintenance provided 1 time/week = approximately \$4,150/month \$49,800/year
2. Services provided include mowing lawns with grass removal; edging lawns; blowing all walkways, sidewalks and driveway areas with leaf removal; lawn overseeding; chemical weed removal from beds; pruning of some of the bushes

**Recommended Changes to Contract**

1. May-September weekly mowing of lawns with mulching lawnmowers set at higher setting leaving grass longer; leave clippings on lawns; edging of lawns every other week.
2. October-December weekly blowing all walkways, sidewalks and driveway areas with leaves moved to bed areas.
3. No pruning; no moss killer on lawns; no chemical weed removal from beds.

4. Call for bids from a variety of companies.
5. Maintenance provided 35 times/year @present cost = \$33,530/year

#### Other Recommendations

1. Deep watering (10-15 minutes a.m. hours only) 2-3 times/week during warm weather only. Lawns require 1.5-2 inches/week and shrub beds require 1 inch/week.
2. Eliminate small patch grass areas and replace with mulch or other low/no maintenance ground cover. Grass clippings will assist in retaining moisture in lawns and mulch in beds and around bushes/plants.
3. Maintain larger grassy open areas (Willamette entrance up Westbrook Way to clubhouse area; larger open areas on Westbrook Way).

4. ETA Contract workers – pick up downed branches; overseed lawn as needed; spread mulch, and other tasks per Facilities Director
5. Under supervision/participation of Landscape Committee members– coordinate volunteers for fertilizing, pruning, creek clean-up and ivy abatement.
6. Encourage homeowners to view “Kiss the Ground” documentary (2-3 showing times) to provide information/foundation for some of the above changes.

The above recommendations could save costs significantly (e.g. \$16,270/year for Maintenance Contract; and, possibly cost savings with water expenses with above moisture retention and irrigation changes.

### EMAIL ADDRESSES FOR ETA BOARD MEMBERS AND OTHER PARTICIPANTS

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