

The FYI

A Private Residential Community

Newsletter for the Edgewood Townhouse Association

MESSAGE FROM THE BOARD

Preserve • Restore • Maintain

Christine Donahue,

President, Edgewood Townhouse Association etapresident@email.com

As we approach the end of 2019 and prepare for a new year, the hustle and bustle of the Winter Holiday Season is all around us. December is always a busy month for everyone as we finish one year and begin a new one. It is also a time when friends and families gather to share warm feelings and community spirit. The Edgewood Holiday Potluck will be Sunday, December 22 from 1 to 6 PM at the Clubhouse. Many thanks to the volunteers who have stepped forward to make this possible.

During 2018, we saw many work projects here at Edgewood as we continue to sustainably care for our nearly 12 beautiful acres here in South Eugene. The year 2020 marks the Golden 50th Anniversary of Edgewood, and we can be proud of our accomplishments to "Preserve, Restore, Maintain" our 19 buildings and infrastructure.

This month we thank MaryAnn Arnone and Aggie Picard for their contributions and valuable work on the ETA Board of Directors. In January we welcome newly elected Board Member Larry Kenton as he begins his three-year term. The Board conducts the business of our not-for-profit corporation as the elected representatives of the ETA Community.

We also thank ETA Director of Facilities and Operations Frank Gaddini for renewing his contract with us for 2020. As most of you know, he has the professional, administrative, and operational skills needed for the complexity of the job.

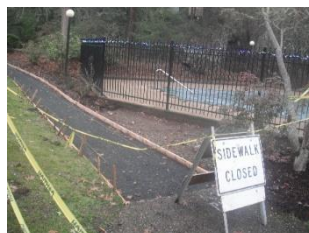
The year 2020 is the Golden 50th Anniversary of Edgewood. THIS IS A BIG DEAL!! Have you lived here a long time? Do you have pictures of the earlier Edgewood? Please let us know if you have pictures and/or historical factoids to share. The Board would greatly appreciate volunteers to organize 50th Anniversary events for our community.

Your Board wishes everyone a healthy and safe Holiday Season and a Happy New Year!



Sidewalk
Project:

Old
sidewalk
demolition



Building the
forms

SPECIAL NOTICE

Beginning on January 1, 2020, monthly Homeowner Dues(HOD) will increase to \$359 per month. The 2020 Special Assessment (SA) of \$1,200 will also be due. There is an option to pay the SA at the beginning of the year or to pay it in 12 monthly installments with the HOD for a total of \$459.

UPCOMING EVENTS

All meetings begin at 6:30 PM in the Clubhouse unless otherwise stated

Holiday Potluck:

Sunday, December 22, 2019, from 1 to 6 PM in the Clubhouse

Next Regular Board of Directors Business Meeting:

Tuesday, January 14, 2020

Next HOA Quarterly Open Forum Business Meeting:

Tuesday, January 28, 2020 at 7 PM

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EDGEWOOD TOWNEHOUSE ASSOCIATION BOARD OF DIRECTORS MONTHLY BUSINESS MEETING

Preserve – Restore – Maintain
December 10, 2019

Call to Order: Board President Christine Donahue greeted the audience and convened the meeting at 6:30 PM.

ETA Safety Committee: A Slide Presentation on Wildfire Preparedness (6:30-7:00 PM):

Ian Appow (Northwest Youth Corps Coordinator) has done an assessment of our grounds, with an eye to wildfire prevention. Take-aways: 1) Wildfires generally don't move downhill; our location is relatively safe. 2) Thanks to Frank Gaddini, we have good defensible space around our homes (removal of dried vegetation and lower branches of trees). 3) The creek and the overhead canopy need more attention and thinning. 4) New landscapers will begin in January to prune branches away from our homes. 5) The Safety Committee Chair is working with the State Department of Forestry to get us designated as a "Firewise Community," which is step one in getting outside funding for work not covered by our budget. Grant writers invited to help! – Ingrid Wendt, Chair, ETA Safety Committee

Board Business Meeting: Christine called the Board Business Meeting to order at 7:05 PM. Board members present were: Christine Donahue, Mary Ann Arnone, Darell Bidstrup, Sharon Kimble, Michael Maulding, and JoAnn Wilson. Dan Goodlett and Merrylyn Gregory were excused. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Approximately 16 homeowners attended the wildfire preparedness slide show; one homeowner remained for the meeting after the presentation concluded.

Approval of Minutes: The minutes of October 22, 2019, and November 12, 2019, were approved.

Financial Report: Submitted. Frank Gaddini summarized the 2019 Special Assessment project expenditures by category. Carpentry: Completed. Chimneys: The contractor who had committed to performing the budgeted chimney tuckpointing is no longer in business. Frank will arrange for another contractor to do the work as soon as possible. His goal is to get the work done by February. Concrete: The sidewalk projects will begin this week and will be completed before the end of the year.

Coordinator Reports:

- Website coordinator: None submitted
- Swimming Pool: Closed
- Clubhouse Coordinator: None submitted

- Hospitality Coordinator: We are still seeking a volunteer for this position.
- Welcome Coordinator: None submitted.

Facility Report: Submitted

Educational Minute: Frank Gaddini distributed a list of the characteristics of "great boards" for Board members to consider. Highly effective boards: 1) Focus on the big picture; 2) Hold productive meetings; 3) Protect against liabilities; 4) Remember their fiduciary duty; 5) Acknowledge staff and volunteers; 6) Know they get what they pay for; 7) Speak with one voice; 8) Put aside personal agendas; 9) Are proactive with information; 10) Communicate positively and regularly with members; 11) Have a sense of humor; and 12) Value integrity and credibility above all else.

Ancient Business

1. **ETA Original Landscape Plan:** Board member Darell Bidstrup has restored and framed the original Edgewood Townhouse site plan by landscape architect Lloyd Bond, a highly regarded landscape architect whose designs include Eugene's downtown Park Blocks. For years, the plan was stored behind the file cabinets in the office. Thanks to Darell, it is now framed and hanging in the Clubhouse in time for ETA's 50th anniversary. Frank Gaddini will look into getting an award-style plaque that will explain the plan's history.

Old Business:

1. **Distribution of Visitor Parking Vehicle Hang Tags:** Board members discussed the concern of one homeowner that if these are handed out to every homeowner, there is potential for some to abuse them and use them in lieu of applying for a parking waiver. After some discussion, the Board agreed the hang tags should be distributed immediately.
2. **2019 Special Assessment Projects: Updates:** Frank Gaddini reported that the concrete project at 198 BB is complete except for the railing installation pending the contractor's hiring a new welder. (See, also, the preceding Financial Report.)
3. **Dog Waste Disposal:** Arrangements have been made for Sanipac to start doing the pickup twice monthly using a special waste container. Volunteers will ensure the Sanipac container is lined with a plastic bag and is taken to the driveway for collection.
4. **Hospitality Coordinator:** A volunteer is still needed. Please contact Christine Donahue or another Board member if you are interested in volunteering for this important position.
5. **FY2020 Goal Setting:** Board members were asked to email Frank Gaddini and Christine Donahue no later than January 5, 2020, with ideas for the Board to discuss at its January business meeting. Examples of "big-picture" ideas include reviewing the ETA website; doing

a safety risk assessment that might identify a project for next year's budget; developing a protocol for homeowner plantings; and reviewing the Rules, Guidelines, and Procedures.

New Business:

1. **Parking Waivers:** None submitted.

Announcements:

1. Board Membership Changes: The term of office for Board member Mary Ann Arnone expires on December 31, 2019. Christine Donahue thanked her for work on the Board. Another membership change is the resignation of Aggie Picard, which was effective December 6, 2019, due to a planned move. Both of these members will be greatly missed.
2. The annual Holiday Party will be held on Sunday, December 22, 2019, from 1:00-6:00 PM in the Clubhouse. Bruce Trafton has volunteered to coordinate the party. It will be a potluck and there will be a "Yankee Swap" of gifts, maximum value of \$20, for those who choose to participate. More information to follow.
3. The next regularly scheduled Board of Directors Business Meeting: Tuesday, January 14, 2020, at 6:30 PM in the Clubhouse.
4. The next HOA Quarterly Open-Forum Meeting: Tuesday, January 28, 2020, at 7:00 PM in the Clubhouse.

Adjournment: The meeting was adjourned at 8:31 PM.

Executive Session

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

Looking Back Over November 2019 Facilities and Operations Report

Frank L. Gaddini, etadirector@email.com

This report is a review of facility and grounds work performed in November 2019. Our deciduous trees continued their relentless defoliation parade, cascading all around us.

Throughout the month of November our plan was to slow down facility activity as we move towards the end of the year. We recorded and completed thirty-six (36) jobs. This year to November 30 we have completed nearly nine hundred twenty-eight (928) discrete jobs.

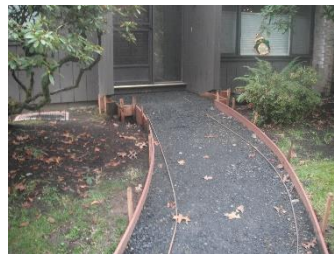
In November we focused on our routine seasonal leaf removal and disposal management. We were also able, with our contract laborers, to hand-rake and stockpile leaf material along Brae Burn Drive for collection and disposal by the City of Eugene, saving us substantial costs.

The lion's share of our work during the month was at 124 Brae Burn. Our goal was to replace the deck and balcony support structure, but it was expanded to address much more. The balcony deck had been repaired in 2008, but the work was poorly performed by unskilled workers who used fasteners and materials intended for interior work, not exterior applications. These materials and their installation resulted in exacerbating dry rot and wet rot in the building's framework. Our contractors performed extensive repairs to correct the damage.

Another job we performed was driven by a property transfer at 43 Westbrook Way. After the new owner's building inspection noted worn rubber seals on the roof pipe jacks, we replaced all of the pipe jacks and roof vents on the unit. Fortunately, no water damage was evident during our repairs. The remainder of our work was simple routine maintenance equally distributed throughout the site.

As we move into the winter solstice on December 21st, rain and snow will begin to fall regularly. Recently, and it is fairly safe to believe, in the future, we will experience more "micro-bursts." A micro-burst is an intense downpour of rain. Micro-bursts often overwhelm our gutters and downspouts. The amount of water falling on the roofs, into the downspouts, and then into our underground perimeter drains cannot move fast enough through all these pipes. Often we can see water spilling over the gutters directly onto the ground. In some cases, our driveway collection basins back up, and large standing pools of water collect in low areas. Generally, these pools of water drain slowly.

Please know that when these micro-bursts of heavy intense rains occur our storm water drainage systems are working at capacity. They were never intended or designed to manage these intense rain events. Water will spill over gutters, and water will pool in low areas. Your patience and understanding are important.



Sidewalk Project:

**117 WW sidewalk
start and finish**

