

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

Happy New Year everyone, and this is a happy one for the ETA Board. We are getting the funds to repair and restore our beautiful community. Thank you, homeowners, for having the foresight to vote overwhelmingly in favor of the 2022 Special Assessment and the five-year dues increase. And thanks to the board members I have worked with over the last three years. It has been a privilege to work under the leadership of previous presidents, Bruce Trafton, Christine Donahue, and Paul Turpin. And thanks to Frank Gaddini who has always been there to guide us along the way.

Congratulations and thanks to Sheila Dorsey for taking on the Vice President role and to JoAnn Wilson for her continued role as Secretary. Thanks to Sharon Kimble, who will continue as Editor of the *FYI* while retired from the Board.

Paul will continue to have his finger on the pulse of the Reserve Study. We have designated him as our Reserve Study Coordinator. There will be many challenges of administering the plan. Regardless of our thorough planning, unexpected events still happen, most recently foundation issues and drainage problems.

We must identify what Frank does and doesn't do and what could be done by Board members, and tap into the skills and resources of all the members of our Association. To further this, we have established a Workforce Committee. I will chair this committee, and I invite any of you who would like to join us to do so.

It is time to forget what we accomplished and double down on what we need to accomplish, not only this year, but over the next five years. Dramatically rising costs for materials and labor will be our major hurdle for proceeding with our projects, along with the availability of skilled workers. The course the Covid-19 takes over the next year or two can have a great impact on what we can achieve.

We must work hard to assure the continuity of this community. Frank has generously offered to continue as our ETA Director of Facilities and Operations. The job of Facilities Director at Edgewood is bigger than Frank alone can do. We must assure that when Frank does leave that we can quickly transition to his successor or successors. We must identify what Frank does and doesn't do and what could be done by Board members, and tap into the skills and resources of all the members of our Association. To further this, we have established a Workforce Committee. I will chair this committee, and I invite any of you who would like to join us to do so.

Together we can continue to make Edgewood a great place to live.

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

All meetings are by videoconference unless otherwise stated.

UPCOMING EVENTS

January ETA Quarterly Open Forum Meeting:
Tuesday, January 25, 2022, 7:00 PM

ETA Regular Board of Directors Business Meeting:
Tuesday, February 8, 2022, 6:30 PM

CONTENTS

Message from the Board

**Board of Directors
January Business Meeting**

Facilities and Operations Report

Balance Sheet and Income Statement

Monthly Checking Activity

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

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

Preserve • Restore • Maintain

Tuesday, January 11, 2022

Call to Order: Board President Paul Turpin called the meeting to order at 6:36 PM. The meeting was held by videoconference due to the COVID-19 pandemic. Board members present were: Paul Turpin, Darell Bidstrup, Ray Czerwinski Sheila Dorsey, Dan Goodlett, Merryn Gregory, Larry Kenton, Patricia Mullen, and JoAnn Wilson. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Eleven homeowners attended.

Approval of Minutes: The minutes of December 7 and December 14, 2021, were approved by consensus.

Election of Board Officers: Paul Turpin asked if there were any nominations or self-nominations for Board President. Dan Goodlett confirmed his announcement made last month that he was willing to serve as president. Darell Bidstrup nominated Dan and Larry Kenton seconded the nomination. Dan was elected President by unanimous vote. The following Board officers were also elected by unanimous vote: Vice President—Sheila Dorsey; and Secretary—JoAnn Wilson. No Board member was willing to be nominated for Treasurer. During the one-month transition period, Paul said he would be willing to serve as Acting Treasurer. The Board agreed by unanimous vote.

Financial Report: Submitted

ETA Safety Committee Report: Paul summarized four concerns that were conveyed to him earlier by the Safety Committee. They are as follows. 1) Several residences have pipes above ground level. Because they are a tripping hazard, the committee asked they be painted white. The same request was made about any other tripping hazards on the property, e.g., sidewalks. 2) Could someone be appointed as an ETA emergency contact if Frank Gaddini can't be reached immediately, and could a general emergency number be provided? 3) Could a snow shoveling committee of able-bodied volunteers be formed? Perhaps it could be coordinated by one of the contract workers? And, 4) New rat poisons have lingering toxic effects that could harm pets and other animals. Is there an alternative?

Landscape Committee Report: Committee Chair Darell Bidstrup stated that Landscape Committee members recently met with Frank. They walked around the property and talked about such topics as the time of year to buy plants, potential layouts of new plantings, and purchasing good organic fertilizer for the many azaleas on the property. The committee has the names of three other landscapers who could perhaps do detail work a few times per month,

augmenting the work of the regular landscape maintenance contractor. The committee is looking for ways for homeowners to help with purchasing new plants. Anyone who would like to contribute can contact Darell or one of the other committee members (Larry Kenton, Ruth Kenney, and Patricia Mullen).

Coordinator Reports:

- Technology Coordinator: None submitted
- Swimming Pool: Closed
- Clubhouse Coordinator: Closed.
- Welcome Coordinator: None submitted. Frank said that he will give packets to the Board to review. Some of the items need to be updated, including the Board directory.

Facility Report: Submitted

Educational Minute: Frank reported on a new Oregon law, HB 2409. Effective January 1, 2022, the new law makes it illegal for HOAs to require the application of pesticides on homeowners' properties, unless it's deemed necessary for ecological or public health.

<https://www.koin.com/news/oregon/20-new-oregon-laws-going-into-effect-in-2022/>]

Old Business:

1. Terms of Payment: "Attestation of Financial Hardship Regarding the 2022 Special Assessment." Dan said that to date, about 18-20 homeowners have chosen the extended payment option. **The deadline for submitting the Attestation form is January 31, 2022.** At the time of the January business meeting, about one-third of homeowners have already paid the \$5,000 special assessment in full. In these instances, a \$100 discount is applied, and the total is \$4,900. **The discount is available if full payment is received in January 2022.** Dan apologized to homeowners who had received emails about paying online. This option is not currently available as of the January Board meeting. The message was generated by QuickBooks. Patricia Mullen asked when monthly dues are due. The answer is the first of each month. If dues are unpaid by the first of the following month, they are late and subject to late fees. Frank will post an informational reminder at the mailboxes about the 2022 dues and the 2022 Special Assessment.
2. Insurance. American Family agent Jeff Williams toured the property with Frank today and is eager to make a presentation to the Board. The Board scheduled the meeting with Mr. Williams for Tuesday, January 18, at 6:30 PM on Zoom. The Board will also meet with an independent insurance agent and obtain additional

information from the Farmers agent who made an earlier presentation. Meetings with insurance agents will be limited to no more than one hour, and homeowners are welcome to ask questions. The Board set February 1 or February 2 as the “drop-dead” date for receiving all information from insurance agents. The master policy renewal date is February 15.

3. Board Retreat/New Member Orientation. With the press of other business, the retreat will have to be held after January. Frank will try to schedule it for February.

New Business:

1. Parking Waivers. Dan said he had emailed the new residents at 8WW asking them to resolve the issues with parking multiple vehicles in designated parking within 30 days. Frank reported that there are other vehicles violating our parking policy in the same area.
2. Methods of Payment. See discussion under Old Business, Item #1.
3. Board Member Roles: Discussion. Paul said it would be useful to have a discussion of roles, how we operate as a Board, if we want to put a clock on discussion, what we can share out, etc. After reviewing *Roberts Rules of Order*, Paul concluded that such a discussion could be the subject of a Special Board Meeting. Because of the meetings on insurance taking place in the next several weeks, Paul suggested we set a date at the February business meeting.
4. Reserve Study Coordinator. Paul reintroduced the idea of having a Reserve Study Coordinator, a position he suggested at a previous meeting. The person should be someone who is a member of the Budget Committee and is conversant in spreadsheets. The Reserve Study Coordinator would report monthly under the Financial Report. Paul is willing to serve in this position. The Board agreed by consensus.
5. Workforce Committee. The Board is concerned about facilitating smooth transitions when the Facilities Director or any Board member, especially officers, is no longer available to serve. Dan would like to have a committee to talk about preparing ourselves for such transitions. The committee could consist of Board members as well as homeowners. People interested in serving on the committee should contact Dan.

Frank detailed a proposal to the Board to hire a short-term “Archivist Specialist,” paid out of monies already budgeted for a new half-time administrative position. The purpose would be to make the Clubhouse office more functional, readily understood, and available for those

who need to work in it. The proposal was prepared in response to an earlier request from the Board officers and is consistent with Frank’s FY 2022 contract to advise the Board on how to reduce his administrative burden and to facilitate continuity and quality of services during transitions. Currently, there are about 18 boxes of materials stored on the main floor and downstairs in the pool equipment area, and there are file cabinets both inside the office and outside the office door. The person hired would be responsible for the following: analyzing association materials; designing an organizational system for easy retrieval; preparing indices and digitizing records; preserving materials correctly to protect them; shredding and recycling superfluous materials in accordance with applicable record-retention guidelines; and making collection material available to the association membership. Frank estimated this task would take 200 hours at \$30 per hour. There was considerable discussion about the proposal. While most Board members thought it was a good idea there was concern about the cost. One Board member asked if the work could be performed by a volunteer homeowner. A few questioned if the project was a priority

New Ideas and Questions:

No topics were raised.

Announcements:

1. Presentation by American Family insurance agent on ETA’s master policy: Tuesday, January 18, 2022, by videoconference at 6:30 PM.
2. The next Quarterly Meeting: Tuesday, January 25, 2022, by videoconference at 7:00 PM.
3. The next regularly scheduled Board of Directors Business Meeting: Tuesday, February 8, 2022, by videoconference at 6:30 PM.

Adjournment: The meeting was adjourned at 9:28 PM.

Executive Session

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

Looking Back Over December 2021 Facilities and Operations Report

Frank L. Gaddini, etadirector@email.com

This report is a review of facility and grounds work performed in December, 2021. It is our last monthly report of maintenance activity for Fiscal Year 2021.

During the month we recorded and completed fifty-two (52) jobs. Through the year's end we logged-in nine-hundred and three (903) discrete jobs. The maintenance themes for December, 2021, were first, to perform only mandatory maintenance; and second, to be respectful of the holiday season and not disturb, disrupt, or engage in maintenance activities that might impact family experiences. Our second theme focused on completing the FY 2021 Special Assessment Carpentry Projects. We restored five Patio Party Walls and three Patio Building walls at 113, 121, and 140 Westbrook Way. In addition we completed our concrete work at 198 Brae Burn Drive with the installation of safety handrail along the staircase.

Routine leaf management, pool maintenance, and clubhouse sanitation continued as normal. Also, under routine maintenance, we hydro-jetted the sewer lines of 71 and 75 Westbrook Way. In addition, we also focused on specific shrub bed restorations at three sites. In December we installed a new forty-foot three-inch sub-grade groundwater pipe that was draining over the creek walkway in front of 75 Westbrook Way that was creating a slip hazard.

As part of our tree maintenance practices, we reduction-pruned the six tall mature oak trees that line the walkway to the Clubhouse. Interestingly, our pruning tree maintenance work over the years has significantly reduced large branches breaking-off our mature firs, oaks, and pines.

The most critical work we faced occurred after the heavy rainfall that fell during the middle of the month. A vast amount of groundwater collected on our south border. Driveway #3's (2 through 54 Westbrook Way) groundwater collection basin was backing-up due to a persistent and chronic blockage from tree roots that grow into the underground drainage line. We brought-in an industrial hydro-jetter, known as a Vactor Truck, to clear the line. Although we opened the drainage line, we were unable to completely clear the embedded tree roots. We monitor this area after each rain storm to assure a quick response if groundwater backs up at this collection basin.

As we move into the throes of winter season, we continue to manage our Pool without the traditional pool cover. The pool cover deteriorated over twenty years of service, and we disposed it and ordered a new pool cover. Our plan to replace it was thwarted by the onset of COVID 19. The manufacturer of this product shifted their work towards other plastic needs in medical products. We have been in contact with our Pool contractor for a replacement as soon as possible; but, in the meantime, our Pool is well maintained and inspected every 14 days, in perfectly good shape despite not having a pool cover.

Let's all look forward to a prosperous, healthy, and peaceful new year.

GOOD TO KNOW INFORMATION FOR RESIDENTS

A Brief History of HOAs

The history of HOAs goes back to the 1960s, when planned communities started popping up everywhere. Several factors contributed to this sudden growth, including a push for more residential development, as well as rising construction costs and less available land.

Early CC&Rs (pre-1960s growth) mostly dictated which people could live in which neighborhoods. Now those early rules would be unenforceable under the Fair Housing Act of 1968. As Homeowner Associations started running planned communities, the purpose of CC&Rs and Bylaws evolved from enabling discrimination to almost entirely economic matters.

Local governments like planned communities because it saves them money, generally in the following three areas:

1. Building a planned community shifts the burden of the cost of streets, parks, etc., onto the homeowners and away from local government or developers.
2. Planned communities also provide long-term savings for governments since homeowners, rather than the city government, shoulder the cost of managing common areas and streets.
3. Keeping properties maintained and uniformly clean ensures high property values, which in turn increases revenue from property taxes.

The benefits for homeowners are more obvious: each house and property in the neighborhood remains clean and maintained, and they have access to well-kept common areas such as pools or parks.

As HOAs have become more and more common, the laws that enforce or elucidate issues have become more complex. CC&Rs encompass more and more.

Authored by Clint G. Goodman, Courtney Lowery, Goodman Law Office, P.C., Mesa Arizona 85206

[<http://www.hoainstitute.com/2012/05/a-history-of-hoas/>]

EDGEWOOD TOWNEHOUSE ASSOCIATION BOARD OF DIRECTORS OFFICERS

Homeowners interested in contacting the Board with matters about the Association may contact Board officers, Facilities Director, and FYI Editor at the following email addresses:

Dan Goodlett, President	Dan Goodlett@etaboard.org
Sheila Dorsey, Vice President	Sheila Dorsey@etaboard.org
JoAnn Wilson, Secretary	JoAnn Wilson@etaboard.org
Dan Goodlett, Treasurer	Dan Goodlett@etaboard.org

Others:

Frank Gaddini, ETA Director of Facilities and Operations

Sharon Kimble, FYI Editor	Frank Gaddini@etaboard.org fyi.editor@etaboard.org
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