

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

On March 18 the clubhouse will reopen. You should have received a new code for the clubhouse door by the time you get this newsletter. If not, let us know, and we will get it to you. Please see the statement about mask use at the bottom of this page.

There will be no restrictions on use of the clubhouse except for those that were in place before the pandemic. So, if you want to use the clubhouse for a party or gathering of some type, you must reserve that time by filling out a reservation form and placing it in the slot by the door, along with a cleaning deposit of \$50.

Keep in mind that use of the clubhouse is at your own risk. While masks are not required, the threat of infection is still out there. The CDC still recommends that you practice safe distancing, avoid poorly ventilated spaces and crowds along with using all CDC safety precautions if you become infected or you think you have been exposed.

The Board is considering meeting at the clubhouse again. We are thinking of doing a hybrid meeting, some of us meeting in person and some of us attending on Zoom.

Frank Gaddini and Paul Turpin have been working together this month to identify a vendor to perform our roof repairs. This has been a challenge due to the underlying materials and labor issues. Many of you may wonder when all the work will start. We won't be in a position to do any scheduling until we have a contract, so please be patient until the planning phase is complete.

Frank has been working with homeowner, Marilyn Cohen, to consider proposals from several insurance companies for ETA property insurance. According to Frank, the process has been eye opening. On behalf of the community, I would like to thank Marilyn for all the hard work she has put into this. Be sure to attend the next board meeting to get an update on our progress.

ETA is also in the process of getting a second bank account established with US Bank. This is required to ensure that all our funds are federally protected. We have already met with US Bank officials once.

We are also hiring a new CPA to do our yearly taxes. In addition, they offer yearly review services required by Oregon law that our previous vendor did not offer.

Soon spring will be here. Next month our focus will be on landscaping. Stay tuned.

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

ETA Regular Board of Directors Business Meeting:

Tuesday, April 12, 2022, 6:30 PM. Place TBA

April ETA Quarterly Open Forum Meeting:

Tuesday, April 26, 2022, 7:00 PM. Place TBA

CONTENTS

Message from the Board
Board of Directors March Business Meeting

Facilities and Operations Report

Good to Know Information for Residents

Monthly Checking Activity

Quarterly Financial Reports

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

We recognize there are a lot of perspectives about wearing masks. Some people may not be ready to stop wearing them while others are eager to do so. Everyone has the personal choice to continue to wear a mask as an effective strategy to protect themselves, and we are asking that everyone respect that choice. In particular, individuals who are not up to date on COVID-19 vaccines are strongly encouraged to follow the CDC recommendations to continue wearing a mask.

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

Preserve • Restore • Maintain

Tuesday, March 8, 2022

Call to Order: Board President Dan Goodlett called the meeting to order at 6:32 PM. The meeting was held by videoconference due to the COVID-19 pandemic. Board members present were: Dan Goodlett, Darell Bidstrup, Ray Czerwinski, Sheila Dorsey, Merryn Gregory, Larry Kenton, Patricia Mullen, Paul Turpin, and JoAnn Wilson. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Twelve homeowners attended.

Approval of Minutes: The minutes of January 25, 2022, and February 8, 2022, were unanimously approved.

Financial Report: Submitted.

- **Reserve Study Coordinator:** Paul Turpin said that the roof bids were still coming in but all should be received soon. Regarding the foundation work at 50/60 BB, Paul said there were a couple of things he still wanted to look at. If feasible, he is interested in stabilizing 60 BB now while lifting both 50/60 BB at a later date. Darell Bidstrup asked what criteria Paul was using. Frank Gaddini said that we know 60 BB has foundation problems and that 50 BB is level. However, if we perform the work at 60 BB, that will affect 50 BB. Frank also mentioned that the foundation at 147 BB is being monitored and its foundation will need repair at a future date. Frank went on to say that we have addressed most of the foundation problems at ETA and that 50/60 BB will require careful planning and follow-through.

ETA Safety Committee Report: Dan Goodlett reported for Committee Co-Chair Linda Sage that there was recently a concern when several homeowners heard a beeping noise coming from one of the dumpsters. It turned out to be a discarded smoke detector with a battery containing sufficient power for it to still beep. There are two kinds of smoke detectors--photoelectric-type detectors and ionizing smoke detectors. It is legal in Oregon to dispose of both in the garbage. However, because ionizing smoke detectors contain a small amount of radioactive material, it is better to return them to the manufacturer (address on base of detector) or the retailer. More information is available on the Lane County Hazardous Waste Disposal webpage at <https://lanecounty.org/cms/One.aspx?portalId=3585881&pageId=15739716>

Linda asked if there could be emergency contacts besides Frank and Dan. Dan replied that any member of the Board could be contacted in case of emergency. Their contact information is listed in the most recent ETA Directory.

Landscape Committee Report: Committee Chair Darell Bidstrup stated that he and committee member Ruth Kenney hope to meet monthly. Darell said a number of homeowners have expressed interest in helping with projects such as planting. Darell suggested putting a notice in the *FYI* asking any homeowners who would like to help to contact either him or Ruth. Darell said he is doing a lot of planting now, working with Frank to determine which areas have been neutralized and what their water status is. Homeowners interested in buying plants for the property should also reach out to either Darell or Ruth.

Darell reported that the Landscape Committee is interested in making our landscape more climate conscious. That would mean eliminating some lawns, encouraging some plants that are "volunteering," using fewer chemicals, and moving away from certain practices such as hard raking, removal of our top soil, and disposal of our leaves. Darell wants to talk about these topics in the future with Board members and ETA's landscapers.

Coordinator Reports:

- Technology Coordinator: No report submitted.
- Swimming Pool: Closed
- Clubhouse Coordinator: Closed. We will need a new Clubhouse Coordinator when the Clubhouse opens. Please contact Dan at president@etaboard.org if you are interested in volunteering.
- Welcome Coordinator: No report submitted.

Facility Report: Submitted. Sheila Dorsey expressed concern about the surface pavement from 139-149 WW. Frank agreed it was one of the worst sections of walkway we have. Another area of extreme wear is the "Horseshoe" walkway near where Brae Burn Creek enters the property. Frank said each section will cost approximately \$15,000 to replace. EWEB has pledged to fix the pieces they damaged around 139-149 WW, probably at the end of March, so we should wait until EWEB does so before deciding how to proceed. Frank continued that by the end of this month we will have more information regarding our special assessment projects.

Old Business:

1. Insurance. Dan began the discussion by thanking Marilyn Cohen for the detailed work she has done and

continues to do on this topic. Dan, Frank, and Marilyn have been meeting with the insurance agents, one per week, in the Clubhouse. Ultimately, the Board will be able to “compare apples to apples” when it makes its decision on which insurance to choose.

2. Board Retreat/New Member Orientation. Frank said he and Sharon Kimble had gotten some very good responses on the weekly questions sent to rotating Board member teams. Frank said he would like to hold the retreat in a face-to-face format, probably outdoors, during May.
3. Business Best Practices. Dan said that our current account at OCCU has equivalent protection to FDIC insurance. However, with about \$500K in the bank, we need a second institution to ensure our funds are fully protected. He and Ray Czerwinski, ETA Treasurer, will be meeting with US Bank to open a second account. The details haven't yet been ironed out. Ray recommended Schiewdnt & Co. as ETA's new accounting firm. It is the premier certified public accounting firm in Oregon and handles a lot of HOAs. It is based in Portland but they will meet with us remotely. The company would do ETA's taxes as well as the annual review required under ORS 94.670 (5). The Board agreed by consensus to accept Ray's recommendation. The taxes will be \$300 (our previous accountant charged \$750) and the annual review will be \$1,000-\$2,500.

New Business:

1. Parking Waivers. 8 WW has requested permission to park two vehicles in designated parking due to as-yet unloaded equipment and furniture in the garage and an upcoming remodeling project. The Board agreed by consensus to the request through April 12, 2022, the date of the next Board meeting. Darell and Frank both said that designated parking in Driveways #2 (1-31WW) and #3 (2-54WW) is currently being heavily utilized. Steps will need to be taken in the future to manage this issue.
2. Clubhouse Reopening. Dan said that the State of Oregon is removing the mask mandate in public indoor spaces effective March 12, 2022. Frank suggested that we keep the Clubhouse inaccessible until Friday, March 18. This would permit time to recode the keypads and get the new code out to everyone. Frank will put up new public health signage.
3. Finance Committee. Ray said that the main goal of the Finance Committee has been to maintain accurate reports. In addition to Ray, committee meeting attendees are the ETA bookkeeper, Frank, Paul Turpin, Susan Turpin, and Louanne Czerrwinski. Its meetings typically include reviewing the finance statements for

proper coding of expenses charged to Annual Operating Expense and Reserve Study; updates from Frank regarding operating and reserve expenses and projects; and status updates by Frank on liens and by the bookkeeper on past-due homeowner balances and actions taken. The Committee also discusses various topics related to financial matters for further deliberation by the Board. Ray said he would send all Board members an email about the Finance Committee that was sent earlier to some of the Board. It details these points.

Ray raised concerns about the cost of the *FYI*. He suggested we reconsider listing the checks on the back page, saying it really didn't tell someone much. Frank agreed that printing that information doesn't seem valuable or worthwhile. Darell cautioned that there might be a little push back and advised including a statement in the *FYI* about why it was being discontinued. Ray and several Board members also questioned the need to continue inserting the monthly Financial Statements in the *FYI* instead of just the quarterly and annual statements. The monthly financial statement is presented at each Board meeting and all homeowners can request the information from the bookkeeper at accountant@etaboard.org if they wish to see it. Merryn Gregory said she thought all homeowners have an equal stake and it should be really easy for them to see the reports at any time. Paul pointed out that we just started distributing the monthly reports at mid-year last year and he would be inclined to do it quarterly instead, explaining clearly why the decision was made. In addition to cost savings, it would free up space in the *FYI* for other content. Dan wrapped up the discussion saying we will continue with current practices for the next few months. Also, Dan said we are working toward publishing the *FYI* electronically with homeowners able to opt to continue receiving a paper copy.

New Ideas and Questions

Frank raised the following topics:

1. The Board should consider prohibiting the use of charcoal briquettes at next month's meeting. They are often the cause of fires and some insurance companies require such a prohibition.
2. He is meeting with night depository safe companies about how to make the check collection box more secure and easier to use.

Announcements:

1. The next regularly scheduled Board of Directors Business Meeting: Tuesday, April 12, 2022, 6:30 PM. Place TBA.

2. The next Quarterly Meeting: Tuesday, April 26, 2022, at 7:00 PM. Place TBA.

Note: Dan will look into the logistics for hybrid meetings, that is both person-to-person and on Zoom.

Adjournment: The meeting was adjourned at 8:17 PM.

Executive Session

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

Looking Back Over February 2022 Facilities and Operations Report

Frank L. Gaddini, etadirector@email.com

This report is a review of facility and grounds work performed in February 2022. February can only be described as normal as normal can be.

Temperatures during the month were relatively normal for the season; daylight was increasing minutes each day, there were seven of 28 days of sunshine that broke through the fog and clouds; and rainfall during the month was 1 ½ inches below the normal 5 inch average for our area.

During the month, we recorded and completed one-hundred-seventeen (117) jobs. The most notable work was the focus on roof and gutter cleaning. During the work we apply zinc-hydrosulfate, a mix of zinc, soap, and water, that is sprayed on the roof 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 thirty-eight of these rubber seals. We also replaced damaged roof tiles adjacent to the light tube at 153 Westbrook Way.

Other significant work addressed was the abatement of selected English Ivy patches along Westbrook Way. The ivy serves as safe harbor for rats. Limiting rat habitat is part of our integrated pest management program which also includes professional pest management. Incidences of rat sighting, though, have been increasing along with our pest management. Currently, we are treating eleven buildings with rat bait each month, and we are holding rats at bay with our efforts. As summer approaches, natural predators return, and along with our rat bait stations, and with your help managing your waste, recycling, and pet food storage, we hope to see a temporary reduction of rats.

On our grounds, we began our annual lawn moss control and fertilization cycle. Our maintenance program had a visible effect on abating moss in the lawns. As you walk along the south creek walkway, you may have noticed several black patches in the grasses; this is dying moss. In some of the de-mossed areas, we have been aerating, removing the dead moss, and over-seeding with new hybrid lawn seed. We have also been working with the Landscape Committee preparing sites for a variety of new plants.

Another grounds improvement has been the rebuilding of the shoulder along the northwest corner of the north creek walkway. You may have noticed that we have reduced the risk of trip hazard by extending the shoulder three feet wide along the walkway.

In regard to facilities, the most important job we completed was the installation of our new furnace for the Clubhouse. The Clubhouse furnace failed during the first week of January. After waiting six weeks, a new high-efficiency furnace, new safety duct venting, and a new exhaust vent through the roof were installed. Another facility improvement was the installation of a new sewer clean-out access for 43 Westbrook Way.

Our other efforts included dusting and removing the cobwebs that grew over many of our garage light globes and pole lights. We also reset three broken fence posts with steel anchors in concrete to support our cedar fence panels. These are panels along our south boundary with the cemetery. Our cedar fence is approximately one-thousand feet long.

Edgewood Townhouses is a place of great beauty and peace. Enjoy the day.

Life is good at Edgewood Townhouses.

GOOD TO KNOW INFORMATION FOR RESIDENTS

ETA REGULAR MEETING SCHEDULE

- Board Business Meetings take place on the second Tuesday of every month at 6:30 PM.
- Quarterly Meetings take place on the fourth Tuesday of January, April, and July at 7:00 PM.
- The Annual Meeting takes place on the fourth Tuesday of October, time TBA.

Please mark your calendar.

LANDSCAPE COMMITTEE

Any ETA residents interested in helping with landscaping can contact Darell Bidstrup at 190 BB or dpbidstrup@gmail.com or Ruth Kenney.

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	president@etaboard.org
Sheila Dorsey, Vice President	vp@etaboard.org
JoAnn Wilson, Secretary	secretary@etaboard.org
Ray Czerwinski, Treasurer	treasurer@etaboard.org

Others:

Frank Gaddini, ETA Director of Facilities and Operations	director@etaboard.org
Sharon Kimble, FYI Editor	fyi.editor@etaboard.org