

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

We are looking forward to some interesting discussions at our Quarterly meeting on Tuesday, April 26. Here are some of the topics that have come up recently.

Landscaping

A subject that we need to discuss is landscaping. Our total grounds budget for 2022 is 31% of our total operations budget, and our service contract for weekly landscaping is \$50,400, which is 17% of our operations budget. The cost of maintaining our grounds is likely to go up, considering the current rate of inflation and the current stresses on the labor market and limited materials.

This month your President sat in on a landscape committee meeting with Darrell Bidstrup, Patricia Mullen, Ruth Kenney, and Frank Gaddini. They brought up questions that may be going through your mind. Examples:

- Do we really need to blow leaves as often as we do? Should our contractor be using cordless battery-operated blowers?
- Should we be raking and disposing of leaves, or mulch them back into the ground? Maybe some would object to the “look” of the landscape, but we could use less fertilizer if we replenish our soil naturally. We would need to keep the pathways clear of leaves to reduce the danger of slipping.
- Are we properly using herbicides? What are the alternatives?
- Are we pruning our plants properly, or is the landscape crew indiscriminately hacking and damaging our beautiful rhododendrons, azaleas, etc.?
- Our climate is changing. Climatologists predict that it will be more arid here. Should we be planting drought-resistant plants and adjusting our watering schedules?
- Do we need weekly service, or can we have the landscape company come in at different intervals? The committee is currently reviewing the wording of our contract.
- There are a lot of ideas on the table, and before we make major decisions we need to consider the opinions of our community, so come give us your ideas.

Other Issues

Some homeowners are concerned about recent thefts, and there seems to be support for forming a Neighborhood Watch program at ETA.

Another thing that is probably on your mind is the status of special assessment spending. Frank has been getting bids on roofs and painting. Progress, though slow, is being made.

And then there is insurance. We are getting closer to deciding on a vendor.

See you at the Quarterly Meeting on April 26, which we hope to have on Zoom and in person at the Clubhouse.

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

New Clubhouse WiFi
Password:
ww95ww95@E

All meetings are by videoconference unless otherwise stated.

UPCOMING EVENTS

April ETA Quarterly Open Forum Meeting:
Tuesday, April 26, 2022, 7:00 PM. Place TBA

ETA Regular Board of Directors Business Meeting:
Tuesday, May 10, 2022, 6:30 PM. Place TBA

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

Preserve • Restore • Maintain

Tuesday, April 12, 2022

Call to Order: Board President Dan Goodlett called the meeting to order at 6:30 PM. The meeting was held by videoconference. Board members present were: Dan Goodlett, Darell Bidstrup, Ray Czerwinski, Merryn Gregory, Patricia Mullen, Paul Turpin, and JoAnn Wilson. Sheila Dorsey was excused. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Twelve homeowners attended.

Approval of Minutes: The minutes of March 8, 2022, were unanimously approved.

Announcement: Paul Turpin announced that he will be resigning from the Board effective May 31, 2022. He and his wife have decided to retire to another location in Oregon. They expect their move to be complete before the end of the year. In the meantime, Paul will work with whoever assumes his responsibilities as Reserve Study Coordinator. President Dan Goodlett said he had a lot of experience with spreadsheets and could take that over. Treasurer Ray Czerwinski suggested we consider having our CPA firm do this. Dan asked Ray to investigate what that would entail and make a presentation at the next Board business meeting in May after which the Board can make a decision.

Financial Reports:

- **Treasurer:** Submitted. Dan asked Ray about collecting past-due homeowner assessments and monthly dues. The Finance Committee has drafted a proposal for past-due collections that includes proposed fees which are consistent with banking practices. Ray pointed out that it is important to have a consistent process for all homeowners. Board members will discuss the Finance Committee proposal at a later meeting.
- **Reserve Study Coordinator:** Paul said the immediate issues to resolve are the foundation repair at 60 BB and roofing bids.

ETA Safety Committee Report: Dan reviewed communications he received from the Safety Committee co-chairs Linda Sage and Ingrid Wendt. They are concerned about thefts from unlocked vehicles and of packages left outdoors and suggest we consider setting up a neighborhood watch program. After some discussion, the Board encouraged Linda and Ingrid or other interested community member(s) to look into it further if they would like to organize that activity. The Clubhouse is open now and could be utilized for any meetings or presentations and the Board will help get the information out. A reminder about the need

to take actions to secure personal possessions will appear in a forthcoming *FYI*.

Landscape Committee Report: Darell Bidstrup reported that he and committee members Ruth Kenney and Patricia Mullen had volunteered about 150 hours doing various projects related to ETA's landscape. About 45 new plants have been put in the ground, pruning and fertilizing have been accomplished, and, in general, the committee is coordinating with Frank Gaddini and moving forward. Ray asked how the decisions are being made and should the Architecture Committee be involved. Frank answered that there is no Architecture Committee for plants. Patricia said that the Landscape Committee is choosing native plants that will do well in the light and water conditions they are placed in and that the committee is prioritizing the front areas of townhouses that are in the worst condition. Frank explained that the Board acts as the Architecture Committee and we have created multiple processes for changes to the exterior of the townhouses such as installation of ductless heat pumps, new windows, and skylights. There are forms homeowners must complete before undertaking such projects. Contact Frank, 541-915-2524 for a form. Ray asked how we control a situation such as a tree in a patio that adversely affects a neighboring townhouse. Frank said he would speak with the owner of the townhouse Ray had in mind.

Coordinator Reports:

- **Technology Coordinator:** Dan reported the following items: (1) The Clubhouse internet service has been significantly upgraded at no additional cost. The new password for the Clubhouse wifi is posted in this *FYI*. (2) Email addresses will be issued to all Board members soon. (3) An electronic *FYI* will go out this month. For now, the paper version will continue to be distributed to all homeowners. (4) Dan is testing the hybrid method for meetings where homeowners can attend either in-person at the Clubhouse or by Zoom. If the testing goes well, the next Quarterly meeting and Board business meeting will be hybrid meetings. The upgraded internet service was a prerequisite for such meetings to be held successfully. (5) If we're going to continue to meet by Zoom, ETA needs to get its own Zoom account since Dan has decided to discontinue his personal Zoom account. Ray moved that ETA purchase a Zoom Webinar account. Patricia seconded the motion. The motion was unanimously approved.
- **Swimming Pool:** Closed. Frank reported that every few years ETA upgrades its table umbrellas and he was able to purchase new ones for the upcoming pool season at a very good price.
- **Clubhouse Coordinator:** A volunteer is needed. Any interested homeowner is encouraged to contact Dan at president@etaboard.org.
- **Welcome Coordinator:** Ruth Kenney has met with the new homeowners at 135 WW. She also contacted the new

homeowners at 117 WW and 40 BB and will meet with them once they have moved in.

Facility Report: Submitted. Frank said that the Pet Waste Collection Station will be moved from its current location to the overflow parking lot. The area near Brae Burn Creek where the station is currently located will be modified to accept a bench. Frank will put up signage notifying homeowners when the move takes place and directing them to the new site. We will continue to rely upon volunteers to transfer the container to the curb for disposal.

Old Business:

1. Foundation Repair at 60 BB. Frank said we will have two bids but he is waiting for the proposal from one of the two firms. He expects to see it no later than tomorrow. In response to a question from Ray, Dan said that the owner of 60 BB has an offer from a buyer, and closing will take place soon. The sellers need a commitment from the Board for the sale to close. Paul noted that the repair was not included in the Reserve Study and implied that the reserve study would have to be recalculated to accommodate this expenditure.

After some discussion, Paul moved that the Board authorize the President, Facilities Director, and Treasurer to select between the two competing contractors. Patricia seconded the motion. The motion carried with five voting in the affirmative (Czerwinski, Goodlett, Mullen, Turpin, Wilson) and one abstaining (Gregory). (Note: Board member Darell Bidstrup was absent from the meeting at this time due to connectivity problems.)

2. Insurance. Frank reported that information is still being gathered from insurance carriers. The process will take one to two months to complete.
3. Board Retreat/New Member Orientation. Frank said the retreat will probably take place in June.
4. Business Best Practices. Dan reported that based upon Ray's research into the best way to protect our funds, Dan opened an account with US Bank into which he deposited \$250,000. This is the maximum deposit that is federally insured. Our bookkeeper has suggested that we use it as our primary checking and use our account at OCCU as our primary savings because interest is slightly higher at the latter institution. Dan spoke about the advantages of using a credit card instead of a debit card for ETA purchases. There are ways to restrict usage such as limiting purchases to a maximum amount, for instance \$500. The consensus of the Board was to go ahead with the credit card.
5. Monthly Financial Statements. Ray said that upon further reflection, he thinks we should continue inserting the monthly financial statements in the *FYI*. He also said that the practice of including the monthly checking in the *FYI* should be discontinued. The Board concurred.
6. Collection Box Status. Frank reported that the best way to upgrade the collection box is for us to buy the box

ourselves and have a contractor install it in the same footprint as the current box. The depository will be about \$350 and there will be a contractor charge. Frank said this will probably take place before June.

New Business:

1. Parking Waivers. None submitted.
2. Use of Charcoal Briquettes. Frank strongly suggests the prohibition of charcoal pit barbecues and open firepits to reduce the risk of fire hazard to Edgewood Townhouses. Many associations prohibit charcoal/briquette barbecues, especially those under large canopies of trees. Some insurance companies will not insure associations that permit the use of charcoal/briquette barbecues due to the extreme fire risk they present. Prohibiting their use has become common locally in the Eugene area at other townhouse/condominium associations. Given our tree canopy, facilities, and the late summer/fall wildfire hazard, the Board agreed it was important to pass such a rule at Edgewood. The topic will be brought up for discussion at the Quarterly meeting on April 26 and Dan offered to draft such a rule for the Board to consider at its next regularly scheduled meeting in May.
3. Clubhouse Reservations Coordinators. Volunteers are needed for this position. A posting for the position will be inserted with the April FYI. He also noted that we will be recruiting for a paid pool technician to perform daily pool sampling and other duties at the pool daily during the 2022 pool season.
4. Relocation of Pet Waste Collection Station. See Facility Report.

New Ideas and Questions

Patricia reported that several homeowners have suggested to her the idea of activities volunteer(s) to plan and organize activities at Edgewood. An announcement could be placed in the *FYI*.

Announcements:

1. The next Quarterly Meeting: Tuesday, April 26, 2022, at 7:00 PM. Location: Hybrid meeting will be held in person at the Clubhouse or by Zoom. Masks optional.
2. The next regularly scheduled Board of Directors Business Meeting: Tuesday, May 10, 2022, 6:30 PM. Place TBA

Adjournment: The meeting was adjourned at 8:40 PM.

Executive Session

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

Looking Back Over March 2022 Facilities and Operations Report

Frank L. Gaddini, etadirector@email.com

This report is a review of facility and grounds work performed in March 2022.

Originally, March, named after the Roman god of war, was the very first month of the Roman calendar. Symbolically, we can make sense of the arrangement. In the Roman's geographical region, the grips of winter are just beginning to lose their hold in March. It makes sense that a year should begin as a new season of life begins too.

Interestingly, before Mars became popularized as a warmonger, Mars was actually the god of fertility and agricultural. Mars oversaw the new growth of spring and encouraged the continuation of life (fertility, sex, procreation in human, plant and animal realms).

Whether a god of war or agriculture, the personality of Mars is charging, unrelenting, and brutally assertive. We find this kind of fervent focus in the month of March too. At this point in the year, there is no stopping the burgeoning birth of new life. March (and Mars) is a high-speed locomotive on a single-focused monorail with only one objective: *Explosive Expression!*

Temperatures during the month were relatively normal for the season. Daylight and darkness finally reached equilibrium on March 20, and the advance towards the longest day, summer solstice, June 20 ensued.

During the month we recorded and completed sixty-one (61) jobs. A task that we resumed this month was the pressure washing and joint inspection of ten brick chimneys. One of these chimneys, at 61 Westbrook Way, will require tuckpointing because the mortar in the bed joints has degraded. We will make arrangements for tuckpointing in the upcoming month. We also continued our ground ivy minimization at specific areas throughout our grounds, especially in areas that reported incidents of rats. Our pest management appears to be slightly waning with the use of rat bait stations and the abatement of specific areas of ivy. The ivy serves as harboring habitat for the rats.

With the minimizing of ivy swaths, the Landscape Committee has planted many new native species of plants and shrubs. They have also assisted with the pruning and fertilization of rhododendrons and azaleas. Many thanks and appreciation for the work of the Landscape Committee. They have beautified our community. On our grounds, lawns, cultivated shrubs, and a panoply of sprouts responded to the steady rains, longer days, and warmer temperatures. Our contract laborers (college students) mowed the rough lawns along the riparian right-of-way and regraded areas along the Brae Burn corridor

As of this reading, though, we are well into April, the fourth month of the year, which is often considered the second month of spring in the northern hemisphere. The name *April* is rooted in the Latin *Aprilis* which is derived from the Latin *aperire* meaning "to open" - which could be a reference to the opening or blossoming of flowers and trees, a common occurrence throughout the month of April and especially at Edgewood Townhouses.

Enjoy the beauty of nature around us.

GOOD TO KNOW INFORMATION FOR RESIDENTS

NEW CLUBHOUSE WIFI PASSWORD

ww95ww95@E

POOL MAINTANCE POSITION

ETA will be recruiting for a paid pool technician to perform daily pool sampling and other duties at the pool daily during the 2022 pool season. Stay tuned for information to come.

PET WASTE COLLECTION

In the next month we will relocate the Pet Waste Collection, currently to the east of the pool along the creek bank, to a new location near the maintenance storage shed and easily accessible on a hardscape surface. The current space will be restored to a serene, natural environment.

Clubhouse Reservations Coordinator Position Description Edgewood Townhouse Association

The Clubhouse is available for homeowner's social, recreational, and educational events.

The Clubhouse Coordinator oversees event scheduling of the Clubhouse and represents the Board of Directors on Clubhouse reservation and event scheduling matters.

The position requires an average of three (3) hour or less per month of service.

Responsible for processing *The Request for Clubhouse Reservation* form and exercises discretion to approve, deny, or conditionally approve the request.

Collects and processes security deposits.

Communicates with the homeowners regarding their reservations.

Inspects the clubhouse following scheduled activities and notifies homeowners regarding any incomplete or unacceptable cleaning.

Advises the Board of Directors on matters arising from disputes, conflicts, misconduct, or misuse of the Clubhouse. Also, advises the Board on matters of regularly scheduled, reoccurring events or activities.

Schedules holiday decorating and coordinates volunteer homeowners in the trimming and ornamentation of the interior and exterior of the Clubhouse.

Prepares occasional articles and reports for the FYI.

Arranges for the acquisition of restroom supplies, cleaning products, kitchen paper, and plastic supplies with the Director of Facilities and Operations.

Recommends carpet cleaning and other maintenance needs for the safety, security, and general enjoyment of the Clubhouse.

Upholds confidentiality and the Association's Privacy Policy.

Board of Directors Approved November 10, 2015