

# 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*

Normally, this would be a message from the Board, but before I do that, I want to send a message from the President. Recently, I overstepped my powers and acted on emotion.

In our November Board meeting the Board voted to open the gate on Brookside for a trial period of one year. There was a protest from the residents near the gate, and they were clearly upset that the gate was opened.

I responded to that objection and asked Frank to close the gate. I was wrong in doing that. I should not have overridden a Board decision, and I apologize to the Board and to all our residents. I have directed Frank Gaddini to re-open the gate. We will revisit this matter in December.

Now, the message from the Board.

Special Assessment 2022 has moved forward in accordance with our financial expectations. Now we are beginning to apply Reserve fund dollars for continued improvements and repairs. At this time, we have about \$335,000 in regular reserves. We expect to replenish those reserves by about \$250,000 over the next fiscal year. Weather permitting, we hope to continue to pursue more capital repair and maintenance before the end of the 2022.

In other news, our Clubhouse heater and water heater were severely damaged as the result of a soaking microburst. Fir and oak tree debris from the Clubhouse roof clogged the underground drainage, causing the basement to flood. The hot water heater had to be replaced. The furnace sustained major water damage. Damaged parts have been replaced, and the furnace is currently functioning normally. We will be monitoring the furnace to ensure its functionality and reliability over the next few months. So, for now, planned activities in the Clubhouse can resume.

Thanks again to all of you who braved downpours to vote in our recent annual meeting. Dan Goodlett and JoAnn Wilson were reelected to new terms, and Wayne Russell was voted in for a three-year term.

Thanks to Larry Kenton for your service over the past few years. On behalf of the Board, we wish you all a wonderful Thanksgiving.

### 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

**All meetings are by videoconference unless otherwise stated.**

### UPCOMING EVENTS

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

Tuesday, December 13, 2022, 6:30 PM. Place TBA.

**Next Quarterly Meeting:**

Tuesday, January 24, 2023, 7:00 PM. Place TBA.

### CONTENTS

Message from the Board  
October Annual Meeting Minutes  
Board of Directors November Business Meeting Minutes  
Facilities and Operations Report

### INSERTS

December Activities

Sharon Kimble, Editor  
Email: [fyi.editor@etaboard.org](mailto:fyi.editor@etaboard.org)

## EDGEWOOD TOWNEHOUSE ASSOCIATION ANNUAL MEETING

*Preserve • Restore • Maintain*  
October 25, 2022

**Call to Order:** Board President Dan Goodlett called the meeting to order at 7:00 PM. The meeting took place outdoors under canopies in the parking spaces near the Clubhouse. Voting had opened an hour earlier in the same location. There were two handouts available at the sign-in table: (1) A form for homeowners to fill out to indicate the format they preferred for receiving the monthly *FYI* (print/electronic/both); and (2) "Reserve Fund Report FY 2022" written by Dan Goodlett. The Reserve Fund Report will be distributed to homeowners who did not attend the meeting. Homeowners who did not receive a copy of the *FYI* delivery format questionnaire should contact Dan at [president@etaboard.org](mailto:president@etaboard.org).

Dan opened the floor for questions and comments. The following topics were raised:

- Board member Jan Connell commented on how the moss on the walkways makes them slippery when wet and asked about power washing. Frank Gaddini, ETA Director of Facilities and Operations, replied that the walkways will be treated with zinc sulfate.
- Frank gave an update on roof and siding repairs. Thus far, 11 of the 18 roofs we hope to finish before the end of the year have been replaced and year-to-date, \$400,000 of the Special Assessment has been spent. He added that sidewalk replacement and repair along the Brae Burn creek walkway to the bridge will likely bring our Special Assessment and Reserve Study to nearly \$450,000. Next year, Frank continued, good arrangements with contractors will enable us to get started as soon as weather permits.
- ETA Treasurer Ray Cerwinski reported that we are still on track with Operating Budget expenses. While they could run over a little, he said it will be very close.
- Ray briefly summarized the recommendation of our CPA, Schwindt & Co., that ETA members vote at the annual meeting to utilize provisions of Revenue Ruling 70-604 when filing Form 1120. The intent is to reduce risk if there is unexpected potentially taxable income. There is no tax liability to the association for making the election. Attendees voted unanimously to approve.

**Voting Results:** Ballots were cast from 6:00–7:15 PM. Five volunteer homeowners and three Board members were present to assist with the voting process. The turnout in this election was 48 out of 88 homeowners (54.5%). According to the By Laws, one-third of the votes of the

membership voting in person or by proxy shall constitute a quorum (Article III, Section 4). The three Board of Directors candidates receiving the most votes (in alphabetical order) were Dan Goodlett (incumbent), Wayne Russell, and JoAnn Wilson (incumbent). They will serve a three-year term of office beginning on January 1, 2023.

The meeting adjourned at 8:00 PM after Board member Sheila Dorsey announced the election results.

Thank you to everyone who volunteered and participated, even during a heavy rainstorm. Thanks, as well, to Frank for his on-going assistance to help make the meeting a success. Following usual ETA practice, the sign-in sheets, ballots, and tally sheets will be retained in the Office safe.

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

## VIDEOCONFERENCE: BOARD OF DIRECTORS MONTHLY BUSINESS MEETING

*Preserve • Restore • Maintain*  
Tuesday, November 8, 2022

**Call to Order:** Board President Dan Goodlett called the meeting to order at 6:43 PM. The meeting, held by videoconference, was delayed due to technical issues. Board members present were: Dan Goodlett, Darell Bidstrup, Ray Czerwinski, Sheila Dorsey, Merryn Gregory, Patricia Mullen, and JoAnn Wilson. Jan Connell was excused. Also present was Frank Gaddini, ETA Director of Facilities and Operations. Two homeowners attended.

**Approval of Minutes:** The minutes of October 11, 2022, were unanimously approved as amended.

### Financial Reports:

- **Treasurer:** Submitted.
- **Reserve Study Coordinator:** Referencing the "Reserve Study FY 2022: Executive Summary" distributed at last month's Annual Meeting, Board President Dan Goodlett said that as of November 4, 2022, all of the Special Assessment 2022 funds have been spent. Dan hopes to complete an analysis of the Reserve Study with revisions going forward by the January 2023 Quarterly Meeting.

### Coordinator Reports:

- **Technology Coordinator:** Dan said he will soon have a definitive answer on how many people want to receive the *FYI* electronically, by print, or in both formats.

- **Swimming Pool:** Frank Gaddini reported on a problem at the Pool over the preceding weekend. Heavy rains overwhelmed multiple systems. The sump pump became more and more clogged with debris in the drain system and shut down resulting in 8" of water in the equipment room. The boiler had no damage and the water heater was probably damaged. A service person was scheduled to check the new furnace right away. If it must be replaced, costs will exceed our \$10,000 deductible, and we will need to file an insurance claim. To prevent this problem from recurring, equipment will be raised a minimum of 12" above the floor level. Frank is working to enlarge the Clubhouse ground water discharge line.
- **Clubhouse Coordinator:** Patricia Mullen said that the Thursday night movie will be cancelled because no heat is available in the Clubhouse. She said there is good participation with the exercise classes and movie night and she is thinking about a holiday potluck.
- **Welcome Coordinator.** Dan reported that there were no Welcome Coordinator meetings last month.

**Landscape Committee.** Patricia said there was no activity to report.

**Facility Report:** Submitted.

#### **Old Business:**

1. **Improving Signage for Emergency Responders.** Dan reported that no homeowners have contacted him about being on an Architectural Committee to recommend direction signage design and placement. Anyone who is interested should contact Dan at [president@etaboard.org](mailto:president@etaboard.org).
2. **Gate at Brookside and Westbrook Way.** Darell Bidstrup reported that he heard from several homeowners above Driveway #5 expressing concern about headlights, noise, and intruders if the gate is open year round. Darell pointed out reasons to leave the gate open not just during wildfire season but year round. They include (1) the safety issue for homeowners as they exit the property by turning left onto Willamette and (2) traffic being able to exit at Brookside would reduce wear on Westbrook Way and reduce the noise and other inconveniences currently borne by homeowners living below Driveway #5. After weighing a number of implementation options, the Board agreed by consensus to allow the gate to remain open for 12 months and then to reevaluate.
3. **Selection of Options for FYI Delivery.** Please see the Technology Coordinator report.
4. **A Model of Parking User Fees.** Patricia noted that the number of cars routinely parking in designated

parking has increased since she reported on this issue at the August 2022 meeting. Darell agreed the problem was getting worse and suggested a letter going to those violating parking policy might be helpful. Patricia said she would be willing to write letters and even talk to the homeowners. JoAnn Wilson said such contacts needed to be from the Board, and Patricia volunteered to draft such a letter. Frank said that if we want a fine or fee schedule for parking violations it needs to be posted, and Dan agreed that he'd like to have a schedule for all violations. Regarding the idea of a letter, Frank said he didn't like singling somebody out and that a letter should go to everyone. Patricia said she would draft a letter for the FYI that's more inclusive and references our governing documents.

#### **New Business:**

1. **Parking Waivers.** None submitted.
2. **Request for Architectural Review.** Frank reported there was a request from homeowners at 11 WW and 75 WW to install heat pump compressors outside their lot lines on common property. Several of the Board members said the process should be fair and consistently applied. Frank said that as heat pump technology improved and grew in general popularity, earlier ETA boards were concerned about the property beginning to look industrial and wanted the equipment (technically considered an "appliance") installed within the homeowner's lot line, either inside the patio or in the attic. Dan said we now have the paperwork from the two townhouses and we'll review it at the December business meeting.
3. **Upcoming Holiday Season.** Patricia said she was looking at having an ETA potluck. She's thinking of scheduling it during the midafternoon on December 10. Frank said that Bruce Trafton has volunteered, as in years past, to put up the lights at the Clubhouse on the weekend after Thanksgiving.

**New Ideas and Questions:** None submitted.

#### **Announcements**

1. The next regularly scheduled Board of Directors Business Meeting: Tuesday, December 13, 2022, at 6:30 PM.
2. The next Quarterly Meeting: Tuesday, January 24, 2023, at 7:00 PM.

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

#### **Executive Session**

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

# Looking Back Over October 2022 Facilities and Operations Report

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

This report is a review of work performed in October 2022. October was, in a word, “gorgeously wet.” Crisper, cool days with plenty of waning sunshine, and rain, rain, rain marked our transition into autumn. While many of our trees were gently defoliating, we were engaged in a flurry of Special Assessment and Reserve Fund Repairs.

October was busy as we engaged in our seasonal activities preparing for winter. During the month, we were extremely productive, recording and completing one-hundred ninety-three (193) jobs. During October nearly 65% of our work was pursuing our Special Assessment goals for roofing projects, carpentry repairs, and painting projects. The month began with the repair of asphalt in Driveway 4 (35 through 87 WW). We completed the third of four repaving projects. We also moved forward on carpentry repairs in Driveway 7 (139 through 185 WW), before moving on to carpentry repairs at building 190 and 198 Brae Burn Drive, following up at 170 and 186 Brookside Drive. Our carpentry repairs preceded repainting the garages and buildings aforementioned.

A good part of our routine maintenance work was engaged in seasonal maintenance activities, including the replacement of an irrigation valve in front of 8 Westbrook Way, the repair to the grade in front of 109, 113, and 117 Westbrook Way after the replacement of three domestic water supply valves, and the excavation of the water main line in front of 150 Westbrook Way that burst and flooded the outside area. We also



Irrigation valve in front of 8 Westbrook Way

devoted a good amount of effort to mowing, weedeating, and branch debris removal along the Brae Burn Creek.

We abated four hazardous trees along the creek. Two of these trees were abated near 118 Brae Burn. These deciduous trees were leaning toward the patio deck and were beginning to uproot. The other two fir trees were in the throes of the death cycle and leaning toward 186 Brookside. Our arborist abated them before they fell, saving the patio party walls from damage.

As we move forward into colder weather, it is important to disconnect your hoses and cover your exterior faucets to prevent freeze damage. And beware that rats are seeking to come in from the cold. Store pet foods and all waste materials in closed bins to prevent the creatures from accessing food sources. Summer and autumn will always be great memories, but we need to focus on the season of winter, as it is expected to be a cold wet one as we move toward the new year 2023.

This newsletter precedes one of the most celebrated holidays in the United States. Thanksgiving is upon us on Thursday, November 24. To all Edgewood townhouse neighbors, have a happy and prosperous Thanksgiving.

## GOOD TO KNOW INFORMATION FOR RESIDENTS

### Upcoming Holiday Season

A Holiday potluck is being scheduled at the ETA Clubhouse during the midafternoon on Saturday, December 10. Details will be available soon on the Clubhouse bulletin board and in the December FYI.

### Waste and Recycling Collection Containers

Waste collection and recycling containers should be placed outside in the driveway the evening before waste collection pickup.

After your waste collector empties your containers, the containers need to be returned and stored inside of your lot line or garage. Please do not leave or store your waste containers on common grounds.



Sidewalk work 141 to 149 Westbrook Way