

Knolls Estates Annual Board Meeting
January 18th, 2023
Approved Minutes of Meeting

The meeting was called to order by Greg Gardner @ 6:02pm

1.) Roll Call

In attendance: Greg Gardner, Tom Schaub, Mary Nordeen, Terry Wells, Michael George and Kathy from Centerpointe Property Management.

Owners in attendance: Larry & Dian Cox @ 2066 Culver Loop, Gary & Lorrie Lee @ 1829 Culver Loop, Jim & Mary Dennis @ 1780 Scardi Blvd, Carole Wells @ 1827 Culver Loop, Peggy Schaub @2074 Culver Loop, Sandy Riley @719 Slazenger Ct., Peggy Drake @726 Slazenger Ct., Candy Taylor @2077 Culver Loop, Jessie Larner @1793 Culver Loop, Chuck & Peggy Brummel @547 St. Andrews Ct.

2.) The Rules of Order

The Rules of Order were not read.

3.) Approval of Minutes from November 16, 2022 Meeting:

The meeting minutes from November 16th were approved via email by Board members in December and posted on the website.

4.) Reports from Officers and Committee Chairs:

A.) President – Greg Gardner

- I.) 2022 started off with a challenge due to the very wet spring, which caused the maintenance of the commons to be push into the later spring. This also caused additional and multiple mowing's throughout the spring and summer. More brush removal of commons was done on all common areas, which was on our 4-year plan. The steep area in Common Area 1 had never been done. It was quite a job. Most burn piles in all the commons were addressed.
- II.) Some 2022 items we addressed to improve our HOA as follows; Repaired & replaced as needed sprinkler heads at community park and on all the Maple Trees. Added a water line and faucet to park/gazebo. Removed and replaced some bark at park/gazebo with river rock to help with the turkey issue. Removed all the distressed plants at the Knolls Estates sign area, replacing in 2023 with new plants. Corrugated pipe on all the Maple trees to protect from deer rubbing off bark. Repaired flag pole and replaced flag. Street sealing on Chi Chi, Slazenger, end of Scardi and cul-de-sac was completed. 15mph and stop sign areas on these streets added. Reflectors added to middle of Scardi from culver to end of Scardi for better safety. Chevron signs on dovetail curve. Jake brake sign on I-5. Remade community event signs. All city garage sale, July 4th golf cart parade, August all community BBQ at park/gazebo and Christmas decorating contest all a great success. Community bulletin board updated. Knolls Estates website completely redone and more professional, with added areas and information.

- III.) Homeowner updates via email: some homeowners will not be receiving any email updates due to abusing. These homeowners will have to get their information from the website.
- IV.) 2023 Budget will be approved at the February Board Meeting.
- V.) (MOB) Oregon JV LLC Lots 27, 105, 106, 107, 110, 111, 174. All are in legal again. These properties now all have been foreclosed on. Spoke to AIC financial, they are getting updated permits to finish homes.

B.) Treasurer’s Report – Tom Schaub

I.) Financial Report	2022 Actual	2022 Budget
Total Operating Expense	\$98,934.78	102,655.50
Total Reserve Expenses	\$30,152.57	30,152.57
Total Expenses	\$129,087.35	129,663.07
Total Operating Income	\$129,999.81	136,260.00
Total Net Income	\$926.59	
Total NOI-Net Operating Income	\$31,065.03	
Total Assets	\$363,806.55	

C.) Board Members – Comments and Concerns

- Tom Schaub:
- I.) Tom will continue to work with the City of Sutherlin for improving our HOA. Knolls had a radar sign for awhile. Maybe we can buy one. Greg said they were over 11K.
 - II.) Michael George:
 1. Michael said that the sealing they did over the last couple of years is holding up nicely. They are going back and re-filling any spots that open up within a year for free. Overall, the jobs look really good. Michael reminded those in attendance that it is much better to keep up on it, then let the roads get bad. We can’t afford a new road. Not all the cracks were filled in years past and moisture gets in the cracks. Buddy George will get some figures for the Board for the upcoming work in 2023. Greg says Eagle Loop is next and it will be done in 4 phases.
 2. Michael reports that the reflectors and golf cart paths look really good as well. Dian Cox asked about water leaking onto the road near Arnie Ct. Can this be fixed? Gary Lee said no, will have to wait for better weather.
 - III.) Mary Nordeen:

Happy New Year to everyone!
 - IV.) Terry Wells:
 1. The Christmas decorating contest was a great success. Judging was hard as there were so many participants. Terry has a template for the future to use to judge. More awards were given out this year.
 2. A gift was given to Forrest Stone. He has helped the HOA a lot over the years and his decorations make for a grand entrance into the Knolls community.
 3. Terry anticipates Knolls participating in the garage sale, 4th of July cart parade and the BBQ again this year.

D.) Centerpointe Property Management – Kathy Larecy

2022 most noticeable drive through issues were curb appeal issues such as weeds, feeding the turkeys and lawns not mowed, etc. Some homes repeat offenders. RV issues past 2 days was a challenge for some homeowners, once again if needing additional time, give reason via

board email or Centerpointe email and most likely will be approved. Garbage & Recycle cans must be stored on side of home not in front, some homeowners have hard time doing this and 2023 will be receiving compliance forms.

1. 2022 KE Unpaid Charges Total: \$39,965.17
2. 2022 Oregon JV LLC (MOB) all lots delinquent in fees! \$35,693.00
3. 8 water shut off sent to homeowners in 2022, none were shut off.
4. 2022 Homeowner late fees, HOA dues, non-compliance. \$4,272.17 Total. Homeowners need to be current on payments. \$4,000.81 is from one homeowner.
5. 2023 Centerpointe management fee increases to \$1700 monthly.

E.) Safety Committee: Disaster Preparedness – Tom Schaub

- I.) Tom reminds everyone to be prepared for the cold - run their generator, turn the gas off first and then let it run out. There are a lot of flooded streets right now and downed trees. Hwy 101 is partially blocked.
- II.) 2022 focus is the theme is “A LASTING LEGACY” with the following tag line; “The life you’ve built is worth protecting. Prepare for disasters to create a lasting legacy for you and your family.” Monthly focuses were given every month and are listed on the minutes on the website.
- III.) REMINDER: Disasters can happen anytime and Peggy suggests having an emergency backpack that can be used for traveling with essentials such as TP, blanket, bottle water, Band-Aids, whistle and LED flares just to mention a few. The real disaster is if you have not taken the opportunity to learn how to be prepared. If a disastrous event overwhelms or delays the community’s professional response, CERT members can assist others by applying the basic response techniques and organizational skills they learned during training. These skills can help save and sustain lives. Become a CERT member and learn how to help yourself, your family, your neighbors and your community. There was not one but it might be a good reminder to check disaster supplies and water (1 gallon per person per day) FYI 1/8 tsp of bleach will sanitize 1 gallon of water. Fire danger is always a focus. Most Important, a reminder to check on your neighbors. 2022 Summer & Extreme Heat safety and National Lightning safety awareness.

F.) Welcome Committee – Tom Schaub and Mary Nordeen

- I.) 2022 NEW HOME Owners: 10 in 2022
Dec 2022 new owner Lot # 50 Jeffrey & Nancy Lehr 2287 chi chi lane.
- II.) 2022 Empty Lots and Construction:
 1. Lot #21 Joann Sandstede: 2210 Eagle Lp; Empty Lot.
 2. Lot #85 John & Suzzane Heselius: 1957 Kapela Ct; Empty Lot.
 3. Lot #90 Stan Smith: 1955 Kapela Ct; Empty Lot.
 4. Lot #148 Tina Jefferson: 708 Slazenger Ct; New Construction
 5. Lot #151 Tom & Susan Lebengood: 1660 Scardi Blvd; New Construction
 6. Lot #167 Joshua & Heather Waechter: 1772 Scardi Blvd; Empty Lot.
 7. Lot #130 Rick Griffith: 615 Arnie Ct; Empty Lot, Plan to build. Empty Lot.

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| 8. Lot #131 David Platz: 601 Arnie Ct; Artisan Homes | New Construction |
| 9. Lot #132 Jeffrey & Sharon Johnson: 602 Arnie CT | Empty Lot |
| 10. Lot #149 Tina Jefferson: 1667 Scardi Blvd | Empty Lot. |
| 11. Lot #175 Susan Wyhoon: 1708 Scardi Blvd | Empty Lot. |

G.) Design Committee: Chuck Caylor & Greg Good

2022 Projects submitted for approval: 4 Homes, 5 fence, 5 sheds. Projects Approved 14.
1 home currently being built/completed: 1 home in phase 2.

H.) Common Area's:

Common Areas: Will continue to address the common area as needed. Most Burn piles have been addressed and mentioned in previous board meetings and all locations approved by Sutherlin fire Department. Big thanks to all the homeowners that are helping keep our community looking amazing. It has taken much more effort and time this year to keep the all the commons looking well. We have multiple projects planned for some of the commons.

I.) Social Committee

December was our annual Christmas decoration contest. Winners as follows and will be the judges for 2023 Christmas contest. The six judges were last year's 2021 homeowners who won the Christmas decorating contest. The results were tallied by the Social Committee chairman & a board member. RESULTS AS FOLLOWS: Grand Prize: Austin & Alisha Slate, 1700 Scardi Blvd. First Place: Michael & Paitients Roberts, 2280 Dovetail. Second Place: Greg Gardner, 707 Slazenger Ct. Third Place: Terry & Carole Wells, 1827 Culver Loop. HONORABLE MENTIONS: Phase 1: Scott & Brooke Campbell, 2258 Eagle Loop. and Jim & Sharon Stanphill, 710 Dovetail. Phase 2: Larry & Stellan Dobson, 501 St. Andrews Ct. and Debra Fregoso, 2081 Culver Loop. Phase 3: Doug & Debbie Price, 713 Slazenger Ct. and Butch & Sandy Riley, 719 Slazenger Ct. Congratulations to all the winners and thank you to the social committee.

J.) Owner Comments

- I.) Dian Cox counted 54 turkeys on her last walk. Turkeys are a huge problem. Sandy Riley said a turkey hit someone's house glass so hard it left a print of its face. They like to roost in the trees. They are huge. Greg said he spoke with ODF&W. They are going to bait the turkeys to specific areas in the HOA and then trap and relocated them. Greg reminds people not to let your pets eat the turkey droppings as they could get sick.
- II.) Terry Wells reminds those in attendance that if your septic alarm goes off, there is a button to push to silence it. Then you must call the #'s provided by the alarm and the City will come out and address the issue. It could be a pump/motor issue. Sandy said she just got a letter from the City asking permission to come out. Should she fill it out? Terry says yes. City can clean pumps every other year. Please make sure your yard vault lid is assessable.
- III.) Greg Gardner says homeowners can absolutely have more garage sales if they want, other than the Association-wide one. Please just pick up your advertising signs when the sale is over.

- IV.) Greg is still dealing with Alaska Sutherlin Knolls and their access issues. 26 more homes are planned this year in the Avery subdivision. Just a reminder that HOA fees are cheap at \$35 a month. A lot of other HOA's are paying a lot more.
- V.) Greg thanked everyone who came, and special thanks to Chuck and D'Ann Caylor for providing the Annual meeting refreshments.

5.) **Meeting was adjourned at 7:04pm**