

**Knolls Estates Monthly Board Meeting**  
**March 17, 2021**  
**Approved Minutes of Meeting**

The meeting was called to order by Greg Gardner @ 6:08pm.

1.) **Roll Call**

In attendance: Greg Gardner, Tom Schaub, Richard Jorge, Michael George, Mary Nordeen, and Jennifer Young from Centerpointe Property Management.

Owners in attendance: No owners are in attendance. Due to COVID-19 restrictions the meetings are closed to board members only.

2.) **Rules of Order**

The Rules of Order were not read.

3.) **Approval of Minutes from February 17, 2021 Meeting:**

Richard Jorge made a motion to approve the February 17, 2021 board meeting minutes. Tom Schaub seconded the motion with one change. Item 4.)C.)IX.) the address is written as 2293 Dovetail. The correct address is 2293 Eagle Loop. A vote was taken to approve the meeting minutes with the change of address on item 4.)C.)IX.) to 2293 Eagle Loop. Motion was carried to approve the February 17, 2021 board meeting minutes by unanimous vote.

4.) **Reports from Officers and Committee Chairs:**

**A.) President – Greg Gardner**

- I.) Kathy with CPM sent a reminder letter to the residents regarding garbage and recycling cans cannot be permanently left on the street curb or in front of homes. The cans must be stored on the side of the homes. There were three residents who had not complied but understand completely now.
- II.) 50 ft of French drain was installed at the back right hand side of the community park next to the golf course for better drainage. 2066 Culver Loop's drainage was draining on to the park. An additional drainage system was installed. The park sidewalks have been pressure washed and sealed for this season.
- III.) In common area #10 the concrete pad for storage building is done and the shed has been placed on it. Still needs gravel work around the pad, a broom, and a place to wipe feet. Shelving has been installed and many items have been moved to the shed. Irene still has more Christmas stuff to bring.
- IV.) Greg is still working on researching and purchasing the solar security motion lights for the storage shed.
- V.) Street sweeping is scheduled and confirmed for March 30<sup>th</sup>.

**B.) Treasurer's Report – Tom Schaub**

I.) Financial Reports

The new budget is completed for 2021

Total Operating Expense 2021 YTD	\$ 10,729.08
Total Reserve Expenses 2021 YTD	\$ 0.00
Total Expenses 2021 YTD	\$ 4,512.19
Total Operation Income 2021 YTD	\$ 18,138.30
Total NOI-Net Operating Income 2021 YTD	\$ 7,409.22
Total Net Income 2021 YTD	\$ 7,409.22
Total Assets 2021 YTD	\$396,377.13

II.) Tom reported current interest rates on the accounts. The money market account interest rate is 0.03% and the Umpqua Bank CD is 2.76%. \$25,000 was recently moved from the checking account to the money market account.

III.) Greg reported there is still about \$2000 budgeted for extra equipment. Chuck Caylor is going through blades like crazy. They have been hiring some help and are working on the scotch broom. They are using a reciprocating saw on the scotch broom which is using up the blades.

IV.) Disaster Preparedness: Peggy Schaub and Peggy Brummel participated in a simulated earthquake disaster with DCFD. Tom Schaub built two mannequins that were used in place of actual people for practice with bandaging, splints, etc. Peggy & Peggy were in gear and hard hats. They will spend two 8 hour days to get certified as Disaster Preparedness Techs. Both Dennis Riggs and the fire department battalion chief were impressed by the mannequins.

**C.) Board Members – Comments and Concerns**

Greg Gardner reminded Michael George to get the bids for the upcoming street work to be done. There are new cracks to be sealed. Including, in the summer they are painting a yellow box around the 15 MPH signs painted on the road. While Michael is sealing the new cracks, he will touch up the older cracks that are reappearing at no charge.

**D.) Centerpointe Property Management – Jennifer Young**

- I.) All lots of Mid Oregon Builders are delinquent. Total amount owed \$11,530.00.
- II.) No late water shut offs were sent to homeowners this month.
- III.) Other homeowner late fees, HOA dues, & noncompliance total \$979.14.

**E.) Welcome Committee – Tom Schaub & Mary Nordeen**

- I.) Tom and Mary visited Lacey Thun @ 2276 Scardi, Dave & Sarah Jenkins @ 2061 Sawgrass, Jerry & Susanne Weston @ 1901 Innsbrook, and Michael & Angela Walters @ 1668 Scardi (Lot #152). Tom ran into Nicholas & Rebecca Trowbridge, they used to live in Knolls on Dovetail and now they are back.
- II.) There is only 1 more welcome packet and meat market certificate left.
- III.) Tom and Mary are now the official welcome committee.

**F.) Design Committee – Greg Gardner**

I.) 2 fence and 1 new home (lot 140) plans were submitted. The home build has been approved; it is going to be 1880 sft. One of the fence submittals were approved. The other one is on hold waiting for property lines to be surveyed. Alisha and Austin Slate's home build (lot 176) has been approved and building is starting soon.

**G.) Common Area's Committee – Greg Gardner**

I.) Continuing to address the common area's that could not be completed last year. The common area #9 behind the homes on Divot will be addressed. There is a lot of Scot's Broom in that area.

**H.) Social Committee –Greg Gardner and Irene Bratton**

I.) The yearly garage sale is still going to happen, for now. It depends on the City.  
II.) Jennifer was asked to find out if CPM has received the refund for the rental of the Sutherlin community center room where the meetings used to be held. Jennifer said she will check with Kathy and Kathy will get back to them.

**5.) Owner Comments**

**No owners are present due to the state restrictions on COVID-19. Nothing submitted either.**

6.) Meeting was adjourned at 6:50pm