

**Knolls Estates Monthly Board Meeting**  
**April 21<sup>st</sup>, 2021**  
**Approved Minutes of Meeting**

The meeting was called to order by Greg Gardner @ 6:04pm

1.) **Roll Call**

In attendance: Greg Gardner, Tom Schaub, Richard Jorge, Michael George, Mary Nordeen, and Kathy Larecy 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:**

Motion was made and carried to approve the March 17, 2021 board meeting minutes by unanimous vote.

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

**A.) President – Greg Gardner**

- I.) Greg called the City of Sutherlin regarding renting the meeting room at the Community Center, but it will be \$100 deposit again, \$25 monthly rental and \$100 cleaning fee. This is not an option. Greg mentioned that the soft areas in the grass at the gazebo area have been fixed and we can start meeting there again, weather pending. Tom offered to use his garage if it will be raining. It is big enough to meet COVID spacing restrictions.
- II.) Homeowners have called Greg. 2-3 homeowners are still leaving their garbage cans out all the time. Kathy will send another letter.
- III.) Greg was summoned to Mary Sykes office last month to sign tax returns. The Association had to pay over \$700 due to the interest collected in 2020. This won't be an issue in 2021 due to the projected roadway expenditures.
- IV.) The storage area in common area #10 has been completed, a culvert installed and gravel pathway completed. Kathy of Centerpointe is purchasing solar security motion lights.
- V.) A reminder that homeowners are to be responsible for their own backflow inspections. Best to start now as they should be completed by end of June. Popeye's has done Knolls in recent years.
- VI.) 6 new water meters have been purchased for new builds and that should be enough for the year.
- VII.) Areas of roadway have been inspected and Michael of Buddy George and Sons have been selected to complete repairs and overlay in certain areas of the community. 2 other companies were requested to give bids. A proposal to perform crack sealing and striping in areas of Sawgrass, Innsbrook, Sandpiper, Divot, Eagle Loop and Slazenger was submitted for \$6,375.00. A proposal for sealcoating was also submitted for \$29,975.40 for Culver to Divot, includes Sawgrass and St. Andrews and Culver complete, includes Arnie Ct. Divot Loop is

not included due to active construction. Greg Gardner proposed an amount of \$40,000.00 be added to the budget for roadway repair. Richard made a motion to approve the \$40K and both bids submitted by Buddy George & Sons. Tom seconded the motion and the motion was approved.

- VIII.) The homeowner of Lot #2 had asked the Board to address water pooling in his front yard. It was noticed that the rocks were moved that helped divert the water to the culvert drainage area. The Board showed the homeowner how to divert the water properly. It had not been done by the time of the meeting. The falling lattice along his fence had also not been fixed.

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

- I.) Tom reports that Peggy continues to do drills in reference to her involvement with disaster preparedness. Their Knolls Estates block of 12 homes will be doing drills. Mary will be getting her certificate for emergency first aid
- II.) Tom states \$40,000.00 will be moved from the MMA into account 8546 Road Repair
- III.) Financial Reports
- |   |              |
|---|--------------|
| Total Operating Expense 2021 YTD        | \$ 17,350.00 |
| Total Reserve Expenses 2021 YTD         | \$ 1,650.22  |
| Total Expenses 2021 YTD                 | \$ 4,512.19  |
| Total Operation Income 2021 YTD         | \$ 27,277.11 |
| Total NOI-Net Operating Income 2021 YTD | \$ 11,576.61 |
| Total Net Income 2021 YTD               | \$ 9,926.39  |
| Total Assets 2021 YTD                   | \$398,748.37 |

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

- I.) Tom Schaub reports that speeding throughout the Association is still a problem, especially along Dovetail and Culver. Tom wants speedbumps. Greg does not. Greg says it is a planning dept. issue if Tom wants to go to the City about it. Richard says that the police dept. is non-responsive. Tom mentioned there are temporary speed bumps.
- II.) Richard states there are weeds on the roadways coming up. He would like the Association to spray them. Mary says there are a lot of older homeowners that can't get out to spray on the roadway in front of their homes. Greg says that the Association has a hand pumped sprayer that could be used.
- III.) Mary says that her neighbors are asking about the blackberries growing behind the Knolls Estates lots along her backyard. Cagle used to poison them but the new owners probably won't. Greg will look into this.
- IV.) Greg reports Lot #113 has built a retaining wall on the one side. It looks really good.
- V.) Tom inquired into the fence issue on Sawgrass Ct. It is being worked on.
- VI.) Tom will call Irene about getting the rest of the Christmas items into the shed.

**D.) Centerpointe Property Management – Kathy Larecy**

- I.) All lots of Mid Oregon Builders are delinquent. Total amount owed \$12,555.00

- II.) Two late water shut off letters were sent to homeowners this month but they have paid.
- III.) Other homeowner late fees, HOA dues, & noncompliance total \$1,235.20. \$983.21 from one homeowner.
- IV.) There is one harassment issue going on between 2 homeowners in the Association.

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

- I.) **2262 Eagle Ln**, Lot #11, Jacob & Madeline Egalite
- II.) Lot #140, Tina Jefferson – bought empty lot on Slazenger – plans an 1800sq/ft home
- III.) Tom will purchase more gift cards for new homeowners

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

No new projects submitted for approval

**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.
- II.) Common Area #10 Finish the clean-up and removal of the dead trees
- III.) Common areas have started to be mowed

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

- I.) Greg reports that the City is still deciding on the Community-wide garage sale.

**5.) Owner Comments**

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

**6.) Meeting was adjourned at 7:14pm**