

Knolls Estates Monthly Board Meeting
May 17, 2023
Approved Minutes of Meeting

The meeting was called to order by Greg Gardner @ 6:01pm

1.) **Roll Call**

In attendance: Greg Gardner, Mary Nordeen, Michael George and Kathy Larecy from Centerpointe Property Management.

Owners in attendance: Dian & Larry Cox @2066 Culver Lp., John & Anna Lahley @2070 Culver Lp., Candy Taylor @2077 Culver Lp., Jim & Mary Dennis @1780 Scardi Blvd, Chuck & Peggy Brummel @547 St. Andrews Ct., David & Jackie Potestio @1830 Culver Lp. & Dian Stimac @713 Sandpiper Ct.

2.) **Rules of Order**

The Rules of Order were not read.

3.) **Approval of Minutes**

The April 19, 2023 Board Meeting minutes were approved via email and posted on the website.

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

A.) President – Greg Gardner

- I.) 2023 spring has been as wet as the spring in 2022, which has caused the maintenance of the commons to be pushed into the later spring. Additional and multiple mowings throughout the spring and summer has been needed. More brush removal of some common area will be needed, our 4-year plan is on track. Some additional burn piles in the commons will be needed, but not as many as in years past. Some areas behind Divot Lp will not be cut right now as the deer are having babies there. Yesterday there was a strip cut down behind Mary's (Nordeen) house.
- II.) Property from water tower road east to common 10, a developer has had it surveyed. We are trying to find out what development is going to happen.
- III.) MOB) Oregon JV LLC Lots 27, 105, 106, 107, 110, 111, 174. These properties now all have been foreclosed on. AIC financial, they are getting updated permits to finish homes. Lot # 105 & 106 are being completed and after building inspection will be put up for sale. Lot #174 empty lot has for sale sign. State building inspectors should be there in the next two weeks.
- IV.) No feeding or otherwise enticing wild animals, especially turkeys on private properties or within the Knolls Estates PUD common areas. Small bird feeders hanging are allowed. Per rules and regulations. There are still some homeowners who choose to feed the wildlife.

Neighbors start to complain because the turkeys/wildlife come around and are a nuisance, causing damage.

V.) The board of directors have been working the last 2 years on updating the current CC&R's and Bylaws from the existing covenants and restrictions from 1994, when the association was formed. We have tried to be very concise and specific in some areas, and more leeway to the advantage of homeowners in other areas. There is a lot of verbiage that is standard for associations in the State of Oregon. All developer information and documentation has been removed since it is 29 years old and not necessary and doesn't apply anymore. The entire association, all 160 lots, 1 vote per lot, have to vote to approve (60% stated in the current CC&R's & Bylaws in section #12.01 amendment) this amendment and restatement of the CC&R's and Bylaws for it to supersede the 1994 document and bring it up to 2023. An email will be sent out to every homeowner letting them know when the entire voting draft document will be posted on the Knolls Estates website for homeowner review, in the next few weeks. Then each Homeowner will receive by mail highlighted changes, that will benefit the homeowners. Also included, a ballot to cast a vote, with a stamped return envelope for the homeowners convenience to mail. That will go out at least 10 days prior. It is very important for each homeowner's involvement to participate and vote. The entire document has been reviewed multiple times, including from Centerpointe Property Management and is currently being reviewed by an attorney. The final copy from the attorney should be sent by Friday.

VI.) Residents of Sutherlin received a small card in the mail to Local Postal Customer that could have been mistaken for junk mail. This meeting might be very important to our residents. It is to discuss "Should you be allowed to live in an RV in the City of Sutherlin?" Located in civic auditorium May 24th 5pm-7pm. Greg Gardner received an email after inquiring with the City, that the public open house is regarding rules and regulations about residing in a recreational vehicle that is on private property inside the City limits of Sutherlin.

B.) Treasurer's Report – Tom Schaub – Read by Greg Gardner

I.)	Financial Reports 2023	2023 YTD	2023 Budget
1.	Total Income	37,185.47	133,815.00
2.	Total Net Income	18,413.22	12,119.50
3.	Total Expense	18,772.25	121,695.50
4.	Total Assets	383,041.52	

C.) Board Members – Comments and Concerns

- I.) Greg Gardner said there was an accident and the sign at the curve on Dovetail was hit and needs to be reinstalled by the City, along with the power pole.
- II.) Mary asked if anyone feeds feral cats? There are some on Scardi.
- III.) Michael George found rats around and in his property. Greg said that a culvert behind Michael's house will be put in along with gravel so a mower can get in there. Maybe bait boxes can be put in or traps in the gully. Does ODFW handle that?
- IV.) Greg said that the plants look really good at the sign area. Thank you Dian Cox. Dian says that a timer was broken and was replaced.

D.) Centerpointe Property Management – Kathy Larecy

- I.) No major noticeable drive through issues were apparent, 4 travel trailers being worked on, main issues no safety cones in roadway. Big thanks to all the homeowners that are helping keep our community looking amazing.
- II.) With spring coming homeowners need to plan to get curb appeal issues started. Exterior Maintenance Obligations (Curb Appeal): Each owner must maintain the Owners Lot and dwelling in a clean and attractive condition, in good repair, and adequately finished. Maintenance includes; but not limited to: painting, repair, replacement and care for roofs, gutters, downspouts, exterior building surfaces, glass surfaces, walks, driveways, and other exterior elements, such as landscaping. All Lots must be kept free of brush, vines, weeds, and any grass must be cut or mowed at sufficient intervals to prevent creation of a nuisance or fire hazard. No owner will allow any rubbish or debris to accumulate upon its Lot. All garbage, recycle and other waste must be kept in appropriate sanitary containers for proper disposal; sanitary containers must be stored behind the front line of the house (side of house) or be concealed. Exterior paint colors must be inclusive to the neighborhoods visually. Compliance reminder and non-compliance fines could be applied to owners not following maintenance obligations.
- III.) YTD KE Unpaid Charges Total: \$44,270.15
- IV.) Oregon JV LLC (MOB) all Lots delinquent in fees! \$39,683.00
- V.) water shut off notices 0: none were shut off for April.
- VI.) Homeowner late fees, HOA dues, non-compliance. \$4,587.15 Total. Homeowners need to be current on payments. \$4,587.15 is from one homeowner.
- VII.) City is sending out notices to every homeowner stating: Backflow prevention assemblies within the City of Sutherlin are required to be tested on a yearly basis. In order to comply with ORS 333-0661-0071 and City Ordinance 13.04.100, the backflow assembly must

be tested by an Oregon Health Authority Certified tested and the completed test report to the city by July 11, 2023. Failure could result in disconnecting of water service.

Listed below are the certified Backflow assembly testers for our area, Roseburg.

1. Popeye's Pump & backflow Service: 541-672-6715
2. Umpqua Valley Fire Services: 541-229-0911
3. One call Backflow and Irrigation: 458-234-7374
4. Backflow Specialties: 541-505-4190
5. North Umpqua Plumbing: 541-733-7003
6. H2O Backflow Testing: 541-672-2429
7. C&S Fire Safe Services: 541-643-1184

E.) Safety Committee – Peggy Schaub

- I.) 2023 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.
- II.) May 2023 focus: Wildfires are unplanned fires that burn in natural areas like forests, grasslands or prairies. These dangerous fires spread quickly and can devastate not only wildlife and natural areas, but also communities. Make sure you have a plan if wildfires effect each homeowner.
- III.) Clearing out of brush has been done in Common Area #10/Cougar Canyon and west for fire prevention. It was cut around the storage building yesterday.

F.) Welcome Committee – Greg Gardner

- I.) 2023 NEW HOME Owners: April 10 to May 10th
 1. Lot # 86 Guinevere Ouellette & Scott Patterson; 1978 Kapela Ct
 2. Lot # 69 Tom & Lisa Strickland; 536 St Andrews
 3. Lot # 131 Michael Sletten & JoAnne Warner; 601 Arnie Ct.
- 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,
For Sale
 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.
For Sale
 8. Lot #131 David Platz: 601 Arnie Ct; Artisan Homes New
Construction: In Escrow
 9. Lot #132 Jeffrey & Sharon Johnson: 602 Arnie CT Empty Lot.
 10. Lot #149 Tina Jefferson: 1667 Scardi Blvd Empty Lot.

11. Lot #174 Oregon JV
12. Lot #175 Susan Wyhoon: 1708 Scardi Blvd

Empty Lot, For Sale
Empty Lot.

G.) Design Committee – Greg Gardner

I.) Projects submitted for approval March 10-April 10: 0 home, 1 fence, 1 sheds. Projects Approved: 2.

H.) Common Area’s Committee – Greg Gardner

I.) 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. They will be cutting scottsbroom out of Cougar Canyon.

II.) Cougar Canyon and to the west was cut down for fire prevention. The area around the storage building was addressed yesterday.

III.) Spectrum broke water line when digging a ditch along the maple trees along Scardi. They said they repaired, however, no water to the first 5 trees west of sandpiper. We have contacted spectrum to repair. They will fix the broken wire and smooth the ditch. Greg had to make several calls to get a supervisor to address.

5.) Owner Comments:

A.) Mary has confirmed the Oakland City-wide garage sale is May 20th. The City of Sutherlin’s city-wide garage sale is June 10th. Knolls Estates will participate June 9th & 10th. Greg Gardner says that the Association will do some advertising, however, if homeowners want to extend their sale to Sunday, they can do this but will have to put up and take down their own signs.

B.) Greg Gardner mentioned that homeowners can have a sale on their own anytime. Jackie Potestio asked if they had to give the HOA a head’s up. Greg said that would be good.

C.) John Lahley asked how many homeowners are there. Greg said 160 lots. We will need 75% (120) of the 160 to pass the revised CC&R’s. Greg clarified that the board spent many hours on revising the documents which are now at the attorney’s office.

D.) David Potestio asked about the mailboxes and who’s responsible for them. His mailbox stand is loose. Greg said it was the post office responsibility. We can also ask the post master. We need the CPU #.

E.) Greg said furniture is out in the gazebo. Larry Cox said the weeds had gotten bad. Dian Cox said she will hose off the furniture soon.

F.) Candy Taylor said the lights at the gazebo were coming on too early. Dian said 1 bulb was out. Greg said there were extras in storage.

- 6.) Meeting was adjourned at 6:49pm. Next meeting in June will be at the Gazebo Park area, weather permitting.