

Knolls Estates Monthly Board Meeting

June 21st, 2023

Approved Minutes of Meeting

The meeting was called to order by Greg Gardner @ 6:03pm

1.) **Roll Call**

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

Owners in attendance: Dian & Larry Cox @2066 Culver Lp., John Lahley @2070 Culver Lp., Jim & Mary Dennis @1780 Scardi Blvd, Jessie Larner @1793 Culver Lp., Gary & Lorrie Lee @1829 Culver Lp., Ray & Tammy Axton @2266 Eagle Lp, Sharon Kelley & Steve Peery @1748 Scardi Blvd.

2.) **Rules of Order**

The Rules of Order were read by Tom Schaub.

3.) **Approval of Minutes**

The May 17, 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.) A fair housing complaint was filed against Knolls Estates & Greg Gardner by the homeowner(s) of 714 Slazenger Ct., lot 147. Greg has been working with the attorney regarding the update of the CC&R's/Bylaws. All that has stopped to accommodate time to address and respond to the complaint. HUD proposed a conciliatory proposal in order to drop the case. This will be a hardship on the homeowners due to the attorney fees that will be in the thousands.

II.) Tom made a motion for the Board of Directors to dismiss themselves and meet in executive session with the attorney regarding the fair housing complaint. Michael seconded. The motion passed by unanimous vote.

III.) The Board returned in open session to announce they would vote on the following 5 proposals discussed during the executive session as a counter proposal the lawyer is putting together to HUD's conciliation proposal:

- a.) Tom, Greg & Kathy to do Fair Housing training
- b.) Burning in the Common Area #10 will be limited
- c.) Release of liability from complainants
- d.) Binding Arbitration
- e.) Tender fair housing complaint to insurance

Tom Schaub moved to approve all 5 proposals; Mary seconded. Motion passed by unanimous vote.

Tammy Axton asked what was the actual complaint. Greg said it was a discriminatory complaint through HUD. Homeowners are dead-set against some standard practices of the HOA. John Lahley said they cannot say much more at this point. Jessie Larner asked who the attorney is. Michael said more could be disclosed after the executive session.

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

I.) Financial Reports 2023	2023 YTD	2023 Budget
1. Total Income	46,534.91	133,815.00
2. Total Net Income	18,053.50	12,119.50

3. Total Expense	28,481.41	121,695.50
4. Total Assets	383,085.59	

C.) Board Members – Comments and Concerns

- I.) Tom Schaub reported they are still waiting for sign at curve to be re-installed. Pole was replaced by Power company per Greg. Steve Peery asked who did it. Greg said it was someone from the Avery community. John Lahley said they should have insurance to cover it.
- II.) Greg reports Buddy George submitted a Proposal bid for continued work on the streets.
 - 1. Bid #1 \$25,300.00 clean and prep Eagle Loop. Crack seal with hot crack sealer, 2 top seal coats
 - 2. \$15,625.00 Crack seal with hot crack sealer on Kapela, Innsbrook, Divot, St. Andrews, Sawgrass, Culver.
 Michael says they will go back and look at all the work they did last year and re-apply sealant to any areas that need it for free. Greg says that they got a really good deal. Michael said that since they did this quote, price for tar material has gone up almost 50%. They will not be passing that along to the homeowners. Mary Nordeen made a motion to approve the proposal for both bids. Tom seconded. Motion passed by unanimous vote.
- III.) Greg says our roads look great, they will paint the 15MPH on Eagle Lp after sealing is done.
- IV.) Michael said they added a stop sign to Slazenger Ct.
- V.) Mary Nordeen asked if there would be rumble strips added. Greg said yes, eventually. Tammy Axton asked if no more painting of lines would happen on Eagle Loop. Michael said no. Paint is very expensive right now. Tammy said there is a corner that is sharp and dark.
- VI.) John Lahley says he is going to start going to City planning sessions. Tom Schaub says he will go also.
- VII.) Final draft of the CC&R's/bylaws should be out in 1-3 weeks. The revision of the CC&R's has lots of perks for the homeowners. The updated summary will be posted on the website, along with the long documents.

D.) Centerpointe Property Management – Kathy Larecy

- I.) 2 lawn issues and 1 parking issue Centerpointe was dealing with. 2 travel trailers being worked on.
- II.) Centerpointe's software system will be charging \$2.49 per echeck/ACH payment beginning 7/31. Centerpointe is not collecting any of these fees. To avoid this, homeowners will have to delete any preauthorized autopays and either send in a check or utilize their bank's online bill pay option. Any checks sent in, need to be made out to "Knolls Estates" and sent to Centerpointe at the address on their statement. Kathy said it is frustrating, as the free echeck feature was a nice and efficient way to send in payments.
- III.) 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.

- IV.) YTD KE Unpaid Charges Total: \$45,620.58
- V.) Oregon JV LLC (MOB) all Lots delinquent in fees! \$40,768.00
- VI.) water shut off notices: 0
- VII.) Homeowner late fees, HOA dues, non-compliance. \$4,852.58 Total. Homeowners need to be current on payments. \$4,742.15 is from one homeowner.

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.) June 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. We take very seriously the fire danger, that is why we concentrate of mitigating fires in each of the common areas.

F.) Welcome Committee – Greg Gardner

A. 2023 NEW HOME Owners: April 10 to June 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.
- 4. Lot # 50 Bret & Kimberly Gnagy; 2287 Chi Chi Lane
- 5. Lot # 15 Charlotte Keifer; 2242 Eagle Loop

B. 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, Sold
- 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 #132 Jeffrey & Sharon Johnson: 602 Arnie CT Empty Lot. New Construction
- 9. Lot #149 Tina Jefferson: 1667 Scardi Blvd Empty Lot, construction to start soon
- 10. Lot #174 Oregon JV Empty Lot, For Sale
- 11. Lot #175 Susan Wyhoon: 1708 Scardi Blvd Empty Lot.

Tom Schaub says that they have visited 3 new homeowners and have 2 to go. Gift cards are from Crystal Creek

G.) Design Committee – Greg Gardner

- I.) Projects submitted for approval May 10 – June 10th 2023: none

H.) Common Area’s Committee – Greg Gardner

- I.) Common Areas: 2023 wet spring has caused the maintenance of the commons to be pushed into the later spring and summer, additional and multiple mowing have been needed. More brush removal of some common area will be needed,

to mitigate any fire danger. Some additional burn piles in the commons will be needed, but not as many as in years past.

- II.) 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. Board has never said at any time no more burning in any commons.
- III.) (MOB) Oregon JV LLC Lots 27, 105, 106, 107, 110, 111, 174. Knolls Estates have taken care of the fire hazard around these homes by cutting the tall grass and brush. AIC financial has reimbursed Knolls Estates for the cost.

5.) Owner Comments:

- A.) Lorrie Lee says thank you very much to the Board of Directors and especially to Greg for all the efforts they have made recently on behalf of the HOA.
- B.) Greg Gardner said the broken curbs in the HOA were fixed for \$1800. This was a good deal and the contractors were already doing some concrete work for one of the homeowners.
- C.) Lorrie Lee asked how it was going with getting the mailboxes fixed. Greg said it was done. Please note that homeowners are not allowed to unbolt or move any mailboxes. Someone in the attendance mentioned it was a federal offence.
- D.) Greg said that the deer were still having babies in some of the grassy areas of the commons and they would go back later to get those areas cut.

6.) Meeting was adjourned at 7:35pm.