

Knolls Estates Monthly Board Meeting
August 17th, 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, Terry Wells, Tom Schaub and Kathy Larecy from Centerpointe Property Management.

Owners in attendance: Dian & Larry Cox @2066 Culver Lp., John & Anna Lahley @2070 Culver Lp., Jim & Mary Dennis @1780 Scardi Blvd, Jessie Larner @1793 Culver Lp., Ray & Tammy Axton @2266 Eagle Lp, Peggy Schaub @2074 Culver Lp, Chuck & Peggy Brummel @547 St. Andrews Ct, David & Jackie Potestio @1830 Culver Lp, Carole Wells @1827 Culver Lp, Lynn Wilcox @1789 Culver Lp, Milo & Karen Schauer @1958 Culver Lp, Roland Berry @1954 Culver Lp, Peggy Drake @726 Slazenger Ct, Sandy Riley @ 719 Slazenger Ct.

2.) **Rules of Order**

The Rules of Order were read by Tom Schaub.

3.) **Approval of Minutes**

Terry Wells made a motion to approve the July 19, 2023 board meeting minutes as presented. Mary Nordeen seconded the motion. A vote was taken. Motion was carried to approve the July 19, 2023 board meeting minutes as presented by unanimous vote.

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

A.) Board Member Terry Wells and President Greg Gardner

- I.) Terry Wells read the following statements: Fair Housing Complaint (HUD) of Owner(s) of 714 Slazenger Ct, Lot 147). Our HOA's Farmers Insurance and their attorneys are now involved, since our July 7, 2023 special session. On August 10, 2023 they sent our new conciliation to HUD representative, which included partial agreement from the complainant's counterproposal and their modification counterproposal. The Board, with the guidance from the attorney and Farmers Insurance has made multiple compromises, with no agreement from the complainant, which the complainant continues to change their requests. If complainant continues to not agree to any compromise, HUD representatives and attorneys will start an investigation and begin interviewing HOA homeowners in phase 3, property managers and possibly other knolls estates homeowners, golf course owners, etc.
- II.) We, as the Board of Directors, have a fiduciary responsibility to all 160 lot owners of Knolls Estates. The monthly Board minutes are posted on the website, which shows transparency to the homeowners. There is, and has never been, any nefarious actions or intentions. We, the Board, have the ability to seek counsel from an attorney when a government agency or a judiciary situation becomes involved in any given issue. Also, the Board may at any time seek counsel from an attorney, with the agreement from the property managers, for any give situation that may be beyond the scope of the Board's knowledge. Due to the HOA president being personally singled out, attorneys were consulted. Milo Schauer asked what this was all about? He hasn't heard anything about it. Greg Gardner gave a brief summary of the complaint and subsequent actions of the Board as outlined on previous Board meeting minutes. Terry Wells summarized the history of the community burn pile and that the last burn there was October of 2022. Jessie Larner asked who the attorney was. Greg said there are 5, including the insurance company's attorneys.

The local attorney is Watkinson Laird Rubenstein. Knolls Estates has used Watkinson in the past and we are an established client.

- III.) 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. The entire document has been reviewed multiple times, including from Centerpointe Property Management and the attorneys at Law. Attorney is finishing final document, will be sent before end of August. Then we can get the voting draft posted on the website and the Ballots in the mail to all the homeowners, hopefully by the end of August. The information will be sent out in the mail and documents will be available on the website. Greg gave a summary of some of the highlights of the new document that he thought homeowners would like, such as more time for RV's and visitor RV's on properties, allowing utility trailers and boats of a certain size to be parked on lots behind 6' fences, solar panel and antennas allowances, house color specifications, etc.

B.) Treasurer's Report – Tom Schaub

- I.) HOA Attorney: HUD Fair Housing discrimination complaint through 6/1/23 to 7/31/23: \$12,716.55. This is more than two months of monthly dues. Knolls Estates monthly homeowners dues at \$35.00 equals \$5,320.00. This gives homeowners an example to compare. This does not include the MOB homes.

II.) Financial Reports 2023	2023 YTD	2023 Budget
1. Total Income	\$69,629.53	\$133,815.00
2. Total Net Income	\$1,897.69	\$12,119.50
3. Total Expense	\$69,991.84	\$121,695.50
4. Total Assets	363,620.52	

C.) Board Members – Comments and Concerns

- I.) Tom Schaub reports the sign at the curve on Dovetail that was hit, has been re-installed by the City.
- II.) Michael George was not in attendance. Greg reported that reflectors have been received and will be installed later in August or September for Eagle Loop & Chi Chi Ln. Crack sealing on all other streets will be later in August or September.
- III.) Terry Wells stated that him and Tom Schaub, have been going to the City's planning department meetings. Nothing at the last two meetings has been said about a letter that has just been received by John Lahley. Tom may become involved with the planning committee, so he will be stepping back from commenting about the following issue.
- IV.) John Lahley spoke about this letter he received from Rich Boehm. The letter sent out from the City of Sutherlin was regarding a land use application for a new Subdivision planned for the land North of Knolls Estates and East of Fairway Ridge. This would be on the North side of Scardi Blvd. According to the letter dated 8/11/23, notification was mailed to all owners of properties located within 100' of planned subdivision named Ridgview. The letter is a notice that the City is accepting public comments, in written form, no later than 5:00pm, August 25, 2023. John pointed out this was just over a week from today. Lynn Wilcox asked if no one had said anything at the planning department meeting? No. John said that when he

worked for the school system, they had 7 different zip codes and people could still get mail overnight. He doesn't understand how people are just now getting the letter since it was dated 8/11. Greg Gardner says the letter appears they were not sent from the Sutherlin Post Office, local mail box, but other areas. Also, he will make sure the letter gets sent out via email to all the homeowners.

Milo Schauer asked what the downside of the development would be? Members in attendance at the meeting shared concerns about safety of an additional subdivision sharing only one entrance and exit, at the corner of Dovetail and Hwy 138 with traffic of Fairway Ridge and Knolls Estates. John says Knolls is a dead end community with no emergency exit. He says that by his estimates, it could be about 250 more vehicles sharing Scardi & Dovetail. There have been 3 fatalities in the last few years at that intersection. There have been zero on Central Ave in the same amount of time. John is opposed to the development if it does not create safety circulation for vehicles and pedestrians. Greg Gardner says the part of Scardi that they plan to exit vehicles out of the development onto, possibly would hit part of Knoll's part of the road, which is private. Drainage from this area would also affect common area #10. He said that the Avery development was originally supposed to have an exit to Stearns, but they were, over the years, allowed not to build that exit. Peggy Schaub asked if we could start a petition? John said probably, but wasn't sure. It would be better to have as many letters as possible. Greg pointed out the letter states that there could be a party letter possibly up to a group of 6. But best to send individual letters. Tammy Axton said that there are blind corners in Knolls Estates as is. Adding more traffic on those areas will make it less safe for everyone. Lynn Wilcox said that her concerns were that Scardi is already a freeway, with people driving too fast. Her second concern, from being a Paradise fire survivor, is that Scardi is already the only exit. During an emergency, there would not be enough time to get out with traffic from another subdivision. Peggy reiterated that traffic was horrible during that fire. John states that the gated road in Avery is the only current back up and it is locked. Jim Dennis stated 91 homes is just phase 1 and there are 4 planned phases.

John suggested that letters need to be short and concise. Focus on 1 or 2 points of safety or concern. Cite applicable laws or regulations if you are aware of any. Limit your letter to 1-3 paragraphs max. and no more than 1 page. Note that one of the City's mission statements includes a focus on safety. Letters must contain the name, address and telephone number of the person filing the statement; how the person qualifies as a party; comments the party wishes to make concerning the application. Homeowners must sign their statement. Anonymous letters will not be accepted. Letters are the property of the City once submitted and could be made public. If a homeowner wishes to be heard at any future hearing or appeal, they must have already filed a letter prior to the August 25th deadline. Jessie Lerner says that Oregon law requires that the deadline should include 3 days for mailing purposes. Letters can be sent to the City's Community Development Department at 126 E Central, Sutherlin or emailed to: k.gilbert@ci.sutherlin.or.us or ifugate@ci.sutherlin.or.us. If you email, request a read-receipt.

John has paperwork including maps of the affected areas of the planned subdivision Ridgeway. The initial phase is planned by Goodfellas of Sutherlin LLC. Sutherlin Ventures LLC is another entity listed on the maps. Peggy Drake asked if anyone has done any research on the developers? From research, Greg Gardner

surmises that this Sutherlin Ventures LLC, is an entity set up solely for the purpose of this project.

Tom Schaub said he emailed Mark Epps, traffic engineer for ODOT regarding the maximum number of cars allowed to be diverted to one exit. Mark replied, "Our team is working on a reply".

Terry Wells said that the document says there are 3 phases totally 91 homes. Rated RI low density. John Lahley says the map shows RI-RIII single & multiple residential. Tom Schaub says that he, and Terry will continue the research. Peggy Drake said that once it starts raining, all the mud is going to drain out onto Scardi. John said that she should add that concern to the letter. Greg pointed out that, this proves with this project Dovetail and Scardi (up to the part that is newly paved) belong to the City Of Sutherlin. Roland Berry said that he went to the planning department 2 weeks ago and spoke to the person in charge. He asked when the plot map was going to be made available. She said it was not known. Two weeks later, it has been released. He also asked her what is the definition of a home? She said if someone said it was a home. He also heard that there will be a strip mall in the community.

D.) Centerpointe Property Management – Kathy Larecy

- I.) Homeowners are required to get permission for any major landscaping upgrades prior to starting the project. There are property modification forms on the website to fill out and submit to the Board. This has been an issue lately. Also, a reminder that small trailers are not allowed more than 48 hours under the current CC&R's/Bylaws.
- II.) 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.
- III.) YTD KE Unpaid Charges Total: \$46,727.28
- IV.) Oregon JV LLC (MOB) all Lots delinquent \$42,799.81
- V.) water shut off notices: 0
- VI.) Homeowner late fees, HOA dues, non-compliance. \$3,927.47Total. Homeowners need to be current on payments. \$3,467.52. is from one homeowner. Kathy notated that this homeowner has paid off all late dues and late fees. All that is left is non-compliance.

E.) Safety Committee – Peggy Schaub

- I.) Peggy Schaub had stepped out of the meeting briefly. Tom Schaub stated that homeowners should be sure to change their furnace filter due to dust and forest fire smoke on a monthly basis. Be sure to have a "Go-bag" packed and ready to go with your most important documents, papers, medication, change of clothes, band-aids, etc. Roland Berry stated not to forget your pets. Greg Gardner

reminded everyone that has breathing issues should stay inside. If possible, when heavy forest fire smoke is in the air.

F.) Welcome Committee – Greg Gardner

- I.) 2023 NEW HOME Owners: July 10 to August 10th:
 - 1. Lot #2 James Leiva; 620 Dovetail

G.) Design Committee – Greg Gardner

- I.) Projects submitted for approval July 10-August 10: 1 home, 1 golf net. Two approvals. The Lebengoods plan to start building after they finish another project south of town.

H.) Common Area's Committee – Greg Gardner

- I.) Will continue to address the common area as needed. More brush removal of some common areas 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. 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. The board has a fiduciary responsibility to maintain the common area's. Homeowners, prior to buying in the HOA knew there were rules and regulations. No burning until the fall as weather permits.
- II.) Entrance sign area: Is being upgraded. River rock has been installed around tree, benches and sign area. A 45' culvert was installed on the back of some of the lots on Eagle. Now a mower and equipment can get in more easily to maintain the area. Chuck Caylor says it was finished today.

I.) Social Committee – Irene Bratton, Tammy Axton & Sandi Riley

- I.) Tammy said the social committee are planning the community BBQ in September, suggested date is September 9th around 11 -3, more information will be sent out when it gets closer.
- II.) The July 4th golf cart parade was a great success.

5.) Owner Comments:

- 1. Tom has ordered a new flag. He will need help with it. Chuck Caylor reminds owners to not help with the pole as it broke last time.
- 2. John Lahley said that if anyone knows people in Fairway Ridge that might want to write a letter to the City, to share the letter with them.

6.) Meeting was adjourned at 7:41pm.