

# **KNOLLS ESTATES MONTHLY BOARD MEETING**

**July 16, 2025**

## **Approved Minutes of Meeting**

The meeting was called to order by Greg Gardner at 6:02pm

### **I. Roll Call**

In attendance: Greg Gardner, Tom Schaub, Michael George, Terry Wells, Dian Cox and Jennifer Young & Alyssa McSweeney from Centerpointe Property Management.

Owners in attendance: Gary & Lorrie Lee @ 1829 Culver Loop, Jim & Mary Dennis @ 1780 Scardi Blvd, Peggy Schaub @ 2074 Culver Loop, Jessie Larnier @ 1793 Culver Loop, Carole Wells @ 1824 Culver Loop, Lisa Strickland @ 536 St. Andrews, Sharon Kelley & Steven Perry @ 1748 Scardi Blvd, Kathy Harrison @ 2037 Sawgrass.

### **II. The Rules of Order**

The Rules of Order were read by Tom Schaub.

Homeowner comments are allowed at the end of the agenda with a 3 minute time allowance.

### **III. Approval of Minutes from June 18, 2025**

The minutes of the June 18, 2025 Meeting were approved via email and posted to the website.

### **IV. Reports from Officers and Committee Chairs**

#### **A. Greg Gardner -- President**

##### **1. Projects**

The last of the planned speed humps have been installed on Chi Chi and Divot. The regular speeders used to use Chi Chi to avoid the humps. There are still a couple signs that still need installed. Later a decision will be made if another speed hump needs to be installed on Culver.

##### **2. Design Committee**

There were no new plans sent into the Design Committee for approval during the period of June 10, 2025 to July 10, 2025.

##### **3. Website**

There is a new website that has been live. It is much easier to use and navigate.

##### **4. Lot #174**

Lot #174 is a DW&S LLC empty lot. The Board has been working with Austin from AIC (the funder) for months. Typically, the balances due on these lots are paid through escrow. Greg negotiated a payment to be made prior to the closing since Knolls Estates does not charge excessive late fees like other HOA's. Knolls Estates late fees are minimal.

#### **B. Tom Schaub**

##### **1. City of Sutherlin Planning Commission**

There was no Planning Commission meeting due to no agenda.

## 2. Treasurer's Report

	2025 YTD	2025 Budget
Total Income	\$ 89,319.82	\$252,680.00
Total Net Income	\$ 33,106.28	\$ 28,420.00
Total Expense	\$ 56,213.54	\$224,260.00
Total Reserve Expense	\$ 00.00	\$86,000.00
Total Assets	\$430,312.24	\$340,000.00

\*\*The payment from AIC for Lot #174 will help with the crack sealing bill.

## 3. CD

The CD maturity date is 1/17/2026

## 4. Backflow

The HOA was lucky to find someone to work on the backflow issue. It took Benzel Excavation 1 hour versus 46. The seal that was attached to the valve was totally separated. He cleaned both sides of the trough of calcium deposits. The charge for the repair was approximately \$3660. Waiting on Popeye's to come back and retest. If it still fails, the second valve will need to be repaired. These are 30 year old valves.

## 5. Recent Paving Project

Tom would like to share his opinion after witnessing the recent paving project by Knife River. He said the crew was amazing, they had 700' of roadway tore up on 3 hours, had all the right equipment and were very organized.

## C. Terry Wells

### 1. Common Areas

Common area maintenance will be done on a as needed basis. There are areas that still need work, but there is a 20' buffer around all the homes. Cutting will be shut down soon due to fire restrictions. Until then can cut until 1:00pm. There is no burning scheduled for this year. In Common 9 Hawthornes were cut down and will be hauled off once they have dried out and are lighter. The Board is committed to keep the commons cut down for fire safety.

### 3. Empty Lots and Construction

1. Lot #85, John & Suzanne Hesulius, 1957 Kapela Ct., Empty Lot
  2. Lot #130, Rick Griffith, 1798 Culver Loop, Empty Lot
  3. Lot #151, Strideline LLC, 1660 Scardi Blvd, New Construction
  4. Lot #167, Joshua & Heather Waechter, 1772 Scardi, Empty Lot
  5. Lot #174, DW&S,LLC, 1716 Scardi, Empty Lot
  6. Lot #175, Susan Wyhoon, 1708 Scardi, Empty Lot
  7. Lot #'s 27, 107, 110, 111, DW&S,LLC, Vacant homes
- Lot #151 new construction is getting started as there are markers out.  
--Lot #167 should be done soon.

## D. Michael George

### 1. Updates on Road Maintenance

The 630' from 1952 Culver to 1799 Culver asphalt replacement was completed on 7/3/25. The old asphalt was 1" – 3" deep, when it should have been 4" deep. It is now 4" deep. Michael warns this short asphalt is probably going to be a trend throughout the community. He will continue to work on identifying the trouble areas. Terry added, when they scheduled the asphalt replacement it was forgotten the next day was trash day. For the next scheduling they will remember that. Plans are to have full crack sealing and a seal coat on the 300' patch of Culver out to Scardi by

the end of the year. Those projects are not scheduled yet, but hope to be done in the fall.

## **2. Disaster Preparedness**

When thinking of preparing for a disaster, also remember to think about your neighbor.

## **E. Welcome & Social Committee – Diane Cox**

### **1. Welcome Committee**

New homeowners from April 10, 2025 to July 10, 2025

Lot #40, Ray & Rhonda Shoufler 2285 Eagle Loop

Lot #46, Matthew & Lisa Argyle 2276 Scardi Blvd

Lot #169, Scott Moreland & Julie Black 1756 Scardi Blvd

Lot #167, Rick & Deborah Mason: 1772 Scardi Blvd, empty lot

Diane will be doing the welcome baskets this week.

### **2. Social Committee**

- Thank you to Marry Dennis and Carole Wells for supplying the refreshments for the meeting.

- The 4<sup>th</sup> of July Golf Cart Parade was cancelled due to lack of participation. Tom was organizing the event and was contacted by only three people. Hopefully next year will have a better turn out.

- The annual BBQ is scheduled for September 7<sup>th</sup> from 11:00am – 2:00pm. This year there will be a raffle with prizes awarded to those community members who attend. Do not have to be present to win.

- Tom spoke about the Sutherlin Throwdown BBQ Event starting this Friday. There will be 40 teams of barbeque'ers.

### **3. Pets and Wildlife**

Reminder to pick up after your pets. There is lots of space to utilize for pets and dog waste bags are available for homeowner use. Please respect neighbors property and not have your pets utilize it as a bathroom.

## **F. Centerpointe Property Management Report**

1. Drive through was performed on Monday July 14, 2025. 25 Homes with notable yard concerns or parking concerns were reported to the Board. Two homeowners have been fined. Four non-compliance notices were sent. All the others were sent either text message or email reminders.

The Board and CPM have been criticized for not ensuring the community yards are not being held to the standards it should be. As a result, the drive throughs are reporting more issues. At the same time, the homeowners being reported are saying the HOA is too strict. The Board has been lenient and patient with homeowners based on their personal situations. But at the same time that tends to drag out. Chuck Caylor is very willing to help out homeowners and he doesn't charge much. The HOA recently helped a homeowner by supplying and installing mulch to the cost of \$300. This homeowner did not take care of the rest of the yard and was fined. This homeowner went to Greg's house to dispute this. Complaints should be addressed with CPM or through the HOA email.

## 2. Delinquent Charges

YTD unpaid charges = \$39,728.58

DW&S LLC, 5 lots = \$39,011.91

8 Homeowners with unpaid HOA dues and late fees = \$612.12

No water shut off notices were sent.

## 3. Centerpointe New Address

Centerpointe Property Management has moved to a new office. The new location is located at 931 NW Highland St. Roseburg, OR 97470. The new mailing address is 1224 NE Walnut St. #263 Roseburg, OR 97470. BIG REMINDER: if you pay your dues with your banks bill pay, please contact your bank to change the address.

## G. Owner Comments

- A **Homeowner** said her insurance had gone up 4 times the amount because she lives in Oregon. As she was shopping around an insurance company noticed how much Knolls has cut back the brush and she was able to get a lower rate. Greg explained that 5 years ago they started cutting back the commons. There were areas that had 30' of scotchbroom, which is a big fire hazard. And now the community doesn't have it anymore. A **Homeowner** said there is an owner who has scotchbroom in their yard. Greg will talk to them about it.
- Tom asks that owners look at their flags and replace faded and torn flags.
- Tom also said he has had to field complaints about dogs barking. There was also a complaint about a neighbor using a laser pointer to bother their neighbors dog. Tom asks that pet owners be responsible for their animals.
- Greg explained common area 8 hasn't been taken care of because there were some homeowners that didn't want it done. But the HOA is going to be taking care of it.
- A **Homeowner** asked why there is no new paving or speed humps by her home. Greg explained this is because the City owns that part of Scardi.
- Tom acknowledged how wonderful it was to work with Aaron Swan from Sutherlin Public Works. He helped with borrowing tools. Greg thinks Aaron may have saved the HOA \$50,000 with his recommendations.
- A **Homeowner** said she really appreciated the mailing of the newsletter and asked if the Board had received any other feedback. Terry said he has not. Terry feels it is important to inform the community at least once per year. Especially for those that do not come to the meetings.

**Meeting adjourned at 6:59 PM**