

KNOLLS ESTATES MONTHLY BOARD MEETING

June 18, 2025

Approved Minutes of Meeting

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

I. Roll Call

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

Owners in attendance: Gary & Lorrie Lee @ 1829 Culver Loop, Peggy Schaub @ 2074 Culver Loop, Sharon Cozad @ 2206 Eagle Loop, Summer Shelton @ 2237 Eagle Loop, Larry Cox @ 2066 Culver Loop, Sharon Kelly & Steve Peery @ 1748 Scardi, 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 May 21, 2025

The minutes of the May 21, 2025 Meeting were approved via email and posted to the website.

IV. Reports from Officers and Committee Chairs

A. Greg Gardner -- President

1. 2025 New Bylaws; Governing Document

They Bylaws have been notarized, recorded at the county, and are posted on the new website under the rules tab.

2. Projects

a.) Speed Humps

The first two speed humps to be installed will be on Culver Loop going down the hill. After those are installed the next 2 will be on Eagle Loop. Then next, 1 will be installed on Chi Chi and 1 on Divot.

b.) Signs

Signs stating 'Speed Humps Ahead' will be installed on Dovetail and Scardi.

'Caution Children Playing 15 MPH" sign has been ordered for Scardi by Cougar Canyon. No speed humps there yet, going to try the sign first.

3. Design Committee

From May 10, 2025 – June 10, 2025 there have been one new request submitted to the Design Committee for a fence and it was approved. Reminder: all exterior changes must be submitted to the Design Committee for approval. A resident re-installed a fence without approval. Luckily the fence was the same style that was previously there.

4. Website

The new website is now live. It is easier to navigate.

B. Tom Schaub

1. Golf Cart Parade

There have been only 3 submissions for the golf cart parade, and one of those three is Tom. He would like at least 6 – 7 participants to move forward with the parade.

2. City of Sutherlin Planning Commission

- At last night's meeting the development on Scardi was discussed. It is listed for sale for \$10 million. The developer was given a timeline to begin work. The development is in 3 phases. The timeline was phase 1 had two years, then phase 2, two years, then phase 3 two years. Giving them 6 years total. Phase 1's time is about to expire. However, the different phases can be rolled together for the total 6 year timeline.

Kathy Harrison asked if Tom has spoken with the City about additional egress with the addition of that development. Because there is only one way out for all of the developments. Terry explained that before the development was authorized, many homeowners expressed their concerns by writing letters and going to the meetings. But the development was still approved. There is an emergency road going to Stearns in the Avery development behind a locked gate. Which is not sufficient. City planners won't discuss it.

- The light at Dakota street has been cleared by the lawyers and is moving into the development phase. Approval of the temporary light at Park Hill will depend on how many projects are going on in that area. ODOT will be the ones to approve that.

3. Treasurer's Report

	2025 YTD	2025 Budget
Total Income	\$ 71,605.61	\$252,680.00
Total Net Income	\$ 28,718.72	\$ 28,420.00
Total Expense	\$ 42,888.89	\$224,260.00
Total Reserve Expense	\$ 00.00	\$86,000.00
Total Assets	\$426,107.08	\$340,000.00

4. CD

The CD matured on 6/17/2025. \$9982.64 was made on the CD in the 7 months since it was opened. Next maturity date is 1/17/2026. \$50,000 was taken out to cover expenses for the backflow repair.

5. Backflow

Tom met with Corey of Benzel Excavation. To repair the problem valve, he was quoted \$1200-\$1400 for materials and labor \$3000. With a not to exceed cost of \$5000. If this repair doesn't work, the next step is to dig outside the valve house, run new pipe and install new valve. There isn't a bid for that yet.

Sharon Cozad asked why phase 1 has its own backflows. Greg explained that phase 2 & 3 is a private water system. Each home in phase 2 & 3 has their own backflow. However, the developer did not want to wait for the city to bring water service, so he installed 2 valves and a backflow on the main water line.

C. Terry Wells

1. Newsletter

The newsletter is complete and has been mailed to everyone. There were also copies available at the meeting. The newsletter is basically a recap of what is going on in the community.

2. Common Areas

There is one worker from BBSI cutting the steep areas and Chuck continues to mow the flat areas. Because of the wet spring, some areas have had to be cut three times. Fire mitigation will always be the priority, along with aesthetics. The Board is receiving feedback from the community that it is either doing too much or not enough. The Board will do what is best for the HOA. There was no burning in common areas in 2024. The goal is also for no burning in 2025. Expect in July the Fire Department to shut down using power equipment. Dian asked if they are still waiting on common area 9 for the deer with their babies to move on. Yes, it is on hold for now. But there has been a 20' buffer cut around homes. There is no longer a water source. Growing should be very slow. Greg added, he had Quinton cut the grass at the Chi Chi and Divot lots and has sent a bill to Austin at DWS,LLC.

3. Empty Lots and Construction

1. Lot #21 Joann Sandstede, 2210 Eagle Loop, Empty Lot
2. Lot #85, John & Suzanne Hesulius, 1957 Kapela Ct., Empty Lot
3. Lot #130, Rick Griffith, 1798 Culver Loop, Empty Lot
4. Lot #151, Strideline LLC, 1660 Scardi Blvd, New Construction
5. Lot #167, Joshua & Heather Waechter, 1772 Scardi, Empty Lot
6. Lot #174, DW&S,LLC, 1716 Scardi, Empty Lot
7. Lot #175, Susan Wyhoon, 1708 Scardi, Empty Lot
8. Lot #'s 27, 107, 110, 111, DW&S,LLC, Vacant homes
 - There are some update on the DW&S,LLC lots. Garages have been cleaned out and doors installed on lots 107, 110, & 111 on Divot Loop. Austin from DWS, LLC is in the process of pulling permits. As soon as that is done work will begin. Lot #151 is almost done and those owners intent to sell. Lot #167 is in the process of getting building plans to begin building their home.

D. Michael George – Greg Gardner reported in his absence.

1. Updates on Road Maintenance

- The 630 feet of spot patching for the area from 1952 Culver Loop to 1799 Culver Loop is scheduled for July 3rd. Knife River has assured they will be done in one day. They will begin at 6:00am. An email has been sent out to those affected. If this is not done this year the roads will not last another year since they only have about 1" of asphalt versus the 4" requirement.
- The crack sealing for all of Knolls Estates streets has not been scheduled yet.
- The seal coat for the 300 ft repair from Culver to Scardi has not been scheduled yet.

2. Disaster Preparedness – Peggy Schaub – Tom Schaub reporting for Peggy

Refer to the Umpqua Prepared books Peggy has handed out. Go through your bug out bag to be prepared for summer versus winter. With fire season you could get stuck away from home from roads being blocked.

E. Welcome & Social Committee – Diane Cox

1. Welcome Committee

Between April 10, 2025 to May 10, 2025 the following are new owners:

Lot #80, Kathy Harrison, 2037 Sawgrass: received welcome basket

Lot #46, Matthew & Lisa Argyle, 2276 Scardi: No contact info for them. CPM to Send a letter.

Lot #167, Rick & Deborah Mason, 1772 Scardi, Empty lot, plans to build new home.

2. Social Committee

- The Social Committee supplied the refreshments for today's meeting. Candy provided the brownies.
- The City Wide Garage Sale was successful with many homeowners participating. However this did bring a lot of traffic to the community. Dian had a package stolen from her front porch that day.
- 4th of July Golf Cart parade starts at 11am. Meet at the Knolls Estates sign at 10:45am. The contact person is Tom Schaub. Need minimum of 6 participants.
- Knolls Estates Annual Barbeque is on September 7th from 11am – 2pm. This year there will be a raffle with prizes for those who attend. When attendees get their food, a ticket will be given. After the barbeque will be the drawing. Participants do not need to be present to win.
- Another summer community event is Coffee & Doughnut Social Hour on Tuesdays June 24, July 22, August 26 from 9:00am – 10:00am at the Knolls Estates Park Gazebo.
- Other planned event for 2025 is the Christmas Decorating contest.

3. Pets – Greg Gardner

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. Dian makes sure the dog bag stations are always full. Stations are located at the park, two on Culver, and one on Eagle. There is still a problem with some owners using common areas or empty lots for the pets to defecate and it is not being picked up.

F. Centerpointe Property Management Report

1. Drive through was performed on Wednesday June 18, 2025. The Board was provided a detailed list of the findings. 21 Homes with notable yard concerns were reported to the Board. 6 additional possible violations were reported. Many text and email reminders were sent to homeowners after the drive through. The non-compliance notices were sent.

2. Delinquent Charges

YTD unpaid charges = \$48,416.26

DW&S LLC, 5 lots = \$47,726.51

5 Homeowners with unpaid HOA dues and late fees = \$689.75

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

No owner comments

Meeting adjourned at 6:50 PM

