

KNOLLS ESTATES MONTHLY BOARD MEETING

November 19, 2025

Unapproved Minutes of Meeting

The meeting was called to order by Greg Gardner at 6:00pm

I. Roll Call

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

Owners in attendance: Jim & Mary Dennis @ 1780 Scardi Blvd, Tom & Peggy Schaub @ 2074 Culver Loop, Gary Lee @ 1829 Culver Loop, Terry Wells @ 1827 Culver Loop, David & Jacqueline Potestio @ 1830 Culver Loop, Larry & Dian Cox @ 2066 Culver Loop.

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 August 20, 2025

The minutes of the October 15, 2025 Meeting were approved via email and posted to the website.

IV. Reports from Officers and Committee Chairs

A. Greg Gardner -- President

1. Projects

Michael couldn't attend the meeting for personal reasons. Greg explained that all projects scheduled for 2025 are completed. Speed humps added and all speed signs have been completed.

2. Design Committee

Between October 10, 2025 to November 10, 2025 the Design Committee approved 0 fences, 0 sheds, 0 decks, 0 golf nets, and 0 house paint. As a reminder homeowners must get approval from the Design Committee for major changes such as: fences, decks, sheds, golf nets, house paint, and major landscape projects. The 2025 Rules & Regulations are posted on the website. You can also find the modification forms on the website.

3. Article III of ByLaws: Board of Directors: 1.1 Board Election Process in the Bylaws

Upcoming elections & process October, November, & December 2025. No homeowners have volunteered, and the board will stay in place for 2026 & 2027.

4. From State and Federal Laws

Neither federal law nor Oregon state law requires an HOA to have a monthly meeting. Oregon law (ORS 94.650) only mandates that the homeowner's association must conduct at least one meeting of the owners each calendar year (the annual meeting). The frequency of regular board meetings is generally determined by the association's own governing documents (bylaws).

5. Board meetings in 2026

Monthly HOA meetings will be changing to every other month in 2026. If every other month meetings are not effective, we will consider going to quarterly meetings. We will have meetings in January, March, May, July, September, and November 2026. ** There will not be a meeting in December 2025.

6. 2025 Monthly Assessments & Payment Schedule

A vote to approve the 2025 Monthly Assessments & Payment Schedule was held. Tom made a motion to approve, Terry second the motion. Approved unanimously.

B. Tom Schaub

1. City of Sutherlin Planning Commission

- a. Approved the last meetings minutes and spoke about the new light going in at Dakota Street Pizza and a boat ramp for Fords Pond.

2. Treasurer's Report

	2025 YTD	2025 Budget
Total Income	\$ 226,432.06	\$252,680.00
Total Net Income	\$ 8,777.93	\$ 28,420.00
Total Expense	\$ 217,645.13	\$224,260.00
Total Reserve Expense	\$ 103,250.00	\$86,000.00
Total Assets	\$ 354,911.48	\$340,000.00

3. CD

The CD maturity date is 1/17/2026.

4. Dues Increase

Reminder that dues will increase to \$70 starting January 1, 2026.

C. Terry Wells- Updates & Comments

1. Comments

He is in favor of the meeting change and is considering making the newsletter email instead of mailers.

2. Common Areas

Common Areas look good, and Quinton is still working on them as needed. There will be no burning this fall. Common area #9 trees have been removed. Reminder to all homeowners to keep up on keeping the leaves cleaned up.

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: for sale
 4. Lot #167, Rick & Deborah Mason, 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 is completed and has been listed for sale.

D. Michael George (Michael not in attendance-presented by Greg Gardner)

1. Updates on Road Maintenance

The crack sealing on all the streets have been completed. 2026 & 2027 the goal is to do a complete seal coat on each street (cure time takes 1 year). First priority, if possible, is to repair the worst part of Eagle Loop.

2. Street Sweeping- Greg Gardner

Street sweeping will be done next month. Not sure of an exact date yet, Greg has emailed them asking for dates.

2. Disaster Preparedness- Peggy Schaub

Since we are getting into the winter months, it is time to switch gear in bug out bags from summer gear to winter gear, such as adding warmer, heavier clothes, and replace the water that is in there.

E. Welcome & Social Committee – Dian Cox

1. Welcome Committee

Delivered 2 welcome baskets, one new homeowner hasn't been home when delivery was attempted.

New homeowners from August 10, 2025 to November 10, 2025

Lot 6, Jason day & Alexis Russ: 2285 Eagle Loop

Lot 106 Trevvor & Ashley Simmons: 702 Divot Loop. Closes October 31, 2025

-multiple homes are for sell in our community. You can find a link on the new knollsestates.com website

2. Social Committee

Thanked Mary for providing cookies tonight.

3. Christmas Decoration Contest

Each phase 1, 2, & 3 will have a winner; of the 3 winners a grand champion winner will be picked. Another homeowner from the phase that the grand champion is chosen from will become that phases winner. Everyone is eligible to participate in the contest. Judges will be homeowners that do not decorate, these will be chosen by Carol, and the rules for judging the Christmas decoration contest. Judging will be December 16, 17, & 18 results given to social committee December 19. Phase 1, 2, & 3 winners will receive \$50.00: Grand Champion Winner will receive \$100.00.

F. Centerpointe Property Management Report- Alyssa McSweeney

1. During the drive through, we had 15 yard concerns, most of which were leaves.

Just a reminder to clean up leaves. We understand it's that time of year.

Reminder, there is no permanent parking on the streets. Temporary parking is ok, and if someone needs extra time to park their RV there, just need to check with the board about it.

2. Delinquent Charges

YTD unpaid charges = \$42,260.06

DW&S LLC, 5 lots = \$47,731.91

6 Homeowners with unpaid HOA dues, late fees, and non-compliance = \$528.18

0 water shut off notice was 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.

Meeting adjourned at 6:39 PM