

Knolls Estates Monthly Board Meeting
January 20, 2021
Approved Minutes of Meeting

The meeting was called to order by Greg Gardner @ 6:10pm.

1.) **Roll Call**

In attendance: Greg Gardner, Peggy Schaub, Jessica Cook-Lindsay, Richard Jorge, Mary Nordeen and Kathy Larecy from Centerpointe Property Management.

Due to ongoing COVID restrictions, the meeting was held for Board members only. The meeting was held at the home of Tom & Peggy Schaub.

2.) **Rules of Order**

Greg Gardner did not read the Rules of Order.

3.) **Approval of Minutes**

November Board minutes were previously approved due to the cancellation of the December meeting.

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

A.) President – Greg Gardner

- I.) Greg gave update of Divot Loop construction homes as it relates to the Association. Mid Oregon Builders homes have been red tagged and all work has halted. They are being funded by a new financial group, AIM. The overdue balance on the accounts is \$9,500.00 as of 12/31/20.
- II.) The 2021 budget is in progress and will be available to be voted on at the February Board meeting. A couple of things need to be added: 'electrical repair' charges for exterior road lights repairs and backflow charges for the gazebo and new trees areas.
- 111.) Board President Greg Gardner met with the owners of Lot 1; Sabin & Jayne Gautreau, regarding reimbursement of water used for the common area #1. The contract specifies that the homeowners will be reimbursed \$35.00 monthly with no other reimbursement for actual water usage. The Gautreau's signed the agreement as of 1/19/21 as did Greg Gardner. The agreement will transfer to new owners if the property is sold. Richard Jorge made a motion to accept the contract terms as written. Peggy seconded the motion. A vote was taken and the motion was approved.
- IV.) Greg stated that he has some boxes in storage that belong to the Association. Irene Bratton and Chuck Caylor also have items that they are storing for Knolls Estates. Greg has proposed a permanent storage shed for these items would be best. Richard Jorge agreed that this should have happened a long time ago. Chuck Caylor has an 8X10 shed on his property that he is willing to sell. Greg believes he should be able to pour a concrete pad and position the shed on a flat area of Common Area #10 for around \$3500. Mary Nordeen mentioned that was a good spot as it is not easily noticed by the road. Mary made a motion

to allow approximately \$3500.00 to be spent on the project. Richard seconded. A vote was taken and the motion was approved.

- V.) Greg pointed out that a Year End Annual Report has been sent out. Many projects have been completed. There are a few items yet to complete such as scotch broom and brush in Common Area #10 to remove, but that will happen in 2021.

B.) Treasurer's Report – Peggy Schaub

- I.) Peggy announced that she will be resigning from the Board and as Treasurer from the Association. She needs to devote more time to her Disaster Preparedness duties. The Board thanks her for her service.
- II.) Tom Schaub was in attendance and was nominated to take Peggy's place. The Board agreed to allow Tom on the Board. A motion was made to accept Tom to the Board and fill Peggy's position as Treasurer for the remainder of her term by Richard Jorge. Mary seconded the motion. A vote was taken and the motion passed.
- III.)

Total Operating Expense YTD	\$ 83,821.03 Budget \$97,520.90
Total Reserve Expenses YTD	\$ 37,017.65 Budget \$36,090.00
Total Expenses YTD	\$120,838.68 Budget \$133,610.90
Total Operation Income TYD	\$119,793.32 Budget \$131,507.00
Total Net Income	\$ 5,408.70 Budget (\$2,103.90) MOB owes approx. \$9500.00
Total Assets as of YTD	\$381,270.73

Greg Gardner pointed out that we did better than anticipated with the net income of the budget, especially given all the projects completed.

C.) Board Members – Comments and Concerns

- I.) Mary Nordeen asked if there was an update on the group mailboxes in Phase #1. Greg said there was no update yet.
- II.) Mary said she was approached by a homeowner asking about storing an RV at Knolls behind a fence. Greg pointed out that no RV's are allowed behind fences unless it is completely below the fence line.

D.) Centerpointe Property Management – Kathy Larecy

- I.) Kathy stated that she received a phone message from a Jeremy Permenter of Real Estate Performance Group. Kathy returned the message but Jeremy hadn't called back yet. The message was that he was taking over the First Phase portfolios and asked about late fees.
- II.) Total A/R is \$10,339.82 as of 12/31. Most are from 1 builder.
- III.) Kathy brought up a couple of non-compliance issues that were discussed.
- IV.) Lot #28 is supposed to close on 1/27/21.
- V.) It was noted that the agreement Greg made with the owner of Lot #99 expires in February. Kathy is to activate non-compliance fees that were previously waived if the issue is not resolved by the extension date.

E.) Welcome Committee – Greg Gardner

- 1.) 2276 Scardi Blvd. Garrett & Lacey Thun, lot 46
- 2.) 1684 Scardi Blvd. Thomas & Tina Jefferson Empty lot 154

3.) 1660 Scardi Blvd. Mike & Angela Walters lot 151

F.) Design Committee – Greg Gardner

I.) Projects submitted for approval: 2 new homes, lot 154 & 166

II.) Lot 130 Arnie Ct will be building soon. They asked to build a smaller home, which was not approved.

G.) Common Area's Committee – Greg Gardner

I.) Continuing to address the common areas that could not be completed last year.

H.) Social Committee –Irene Bratton

No report

5.) Meeting was adjourned at 7:04