

# KNOLLS ESTATES MONTHLY BOARD MEETING

April 16, 2025

## Approved Minutes of Meeting

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

### I. Roll Call

In attendance: Greg Gardner, Tom Schaub, Michael George and Jennifer Young 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 Lerner @ 1793 Culver Loop, Chuck & Peggy Brummel @ 547 St. Andrews Ct, Larry Cox @ 2066 Culver Loop, Diane Stimac @ 713 Sandpiper Ct., Roland Berry @ 1954 Culver Loop, John & Anna Lahley @ 2070 Culver Loop, Alicia Hart @ 2234 Eagle Loop, and Candy Taylor @ 2077 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 March 19, 2025

The minutes of the March 19, 2025 Meeting were approved via email and posted to the website.

### IV. Reports from Officers and Committee Chairs

#### A. Greg Gardner

##### 1. Backflow Testing

Popeye called Greg yesterday and performed two of the backflow tests. But not the main one because it had not been flushed yet. He cannot do that test before it is flushed, because it will not pass. If the test fails, the valve will need to be replaced which will cost about \$60,000. The Fire Department is allowing Knolls to borrow the equipment to flush it. Chuck Caylor will be doing the flushing. Greg will reschedule with Popeye once that is done.

##### 2. 2025 New Bylaws

a.) Greg read the following regarding Amendment Article 9 from the current Bylaws: Except as otherwise provided in the Declaration and this Article, and the restrictions set forth elsewhere herein, these Bylaws may be amended at any time by an instrument approved by at least a majority of owners present, in person or by proxy, at a duly constituted meeting or by written ballot in lieu of a meeting as provided in the PCA. Any amendment must be executed, recorded, and certified as provided by law.

b.) The updated Bylaws will be emailed to all homeowners and will be posted to the website. There have not been major changes. The changes are for updated laws and some verbiage. The copy provided will show the current bylaws, with the changes in red. This will give homeowners a month to review the changes, versus the requirement of a week. The new bylaws will be voted on at the May 21, 2025 meeting, which will be held at the Sutherlin Community Center located at 150 Willamette St. in the large room. This vote does not require the vote of every homeowner. Only the homeowners that are present at the meeting. Once

the new Bylaws are approved, Greg will have them notarized and recorded with the county.

Q. John Lahley asked about the requirement of 70% of homeowners voting. Greg confirmed that is wrong, that applies to the CC&R's, not the Bylaws. John asked for clarification of this in the email that Greg sends out with the voting copy. Greg said he did get clarification from an HOA lawyer. Greg continued explaining that the 2025 Rules and Regulations that passed helped to clarify items in the CC&R's. The 1994 Bylaws were amended in 2009 with only one paragraph amended. The 2009 Bylaws are on the website for review/comparison as well.

Q. Jessie Larner asked if the attorney Greg spoke to about this is the same attorney he used to write the new proposed new CC&R's. Greg said it is the same attorney, but this new document is not pertaining to the CC&R's, but to the Bylaws.

### **3. 2024 Taxes**

The new CPA has gotten the taxes completed on time and has saved the HOA around \$500.00. The new CPA charged \$250.00 to complete the taxes. However, since the CD did so well with interest income, the HOA did have to pay \$229 to Federal and \$150 to State. Tom added the CD interest rate was 4.45% and is now around 4.025%. The CPA advises on adopting resolution Ruling 70-604 by the Board which will put the HOA in a different tax bracket. **VOTE:** Tom Schaub made a motion to adopt Resolution Ruling 70-604. Michael George seconded the motion. A vote was taken. Motion carried by unanimous vote.

### **4. Street Repairs & Speed Humps**

Street repairs will be starting this summer. Michael will report later in the meeting. Main focus is the speed humps. The first two will be on Culver Loop going down the hill. The next two will be on Eagle Loop. Next two will be one on Chi Chi and one on Divot. The current plan is Culver and Eagle Loop will get a third hump. The third hump consideration may change.

### **5. Design Committee**

There was one shed approved.

## **B. Tom Schaub**

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

--There is going to be a new ODOT traffic study for an approximate 180 unit apartment building proposed for Fort McKay Rd. At the May Planning Commission meeting there will be more information on that.

--The neighbor with the cattle is sectioning off an area for some development. They are asking for an easement that would run along the golf course. More details will come available at the May meeting. Greg added; the neighbor that is subdividing down 138.

Q. Roland Berry asked if Greg had spoken with Dave Duncan. Greg has not. Roland believes he will be working on the houses on Divot. Greg said he has spoken with DWS LLC about this and asked that he be supervised and if he misbehaves he will be trespassed from the Community.

## 2. Treasurer's Report

	2025 YTD	2025 Budget
Total Income	\$ 40,125.41	\$252,680.00
Total Net Income	\$ 20,347.53	\$ 28,420.00
Total Expense	\$ 19,777.88	\$224,260.00
Total Reserve Expense	\$ 00.00	\$86,000.00
Total Assets	\$419,435.82	\$340,000.00

### 3. CD

The CD maturity date is 6/17/2025. First quarter CD interest income is \$2052.31

## C. Terry Wells – Reported by Greg Gardner

### 1. Common Areas

Common areas continue to be maintained. BBSI has assigned one worker. He gets paid weekly. BBSI covers his insurance and taxes. Relieving the HOA of liability.

### 2. 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  
\*\*Owners say they will be done by June
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

## D. Michael George

### 1. Updates on Road Maintenance

This summer the following road maintenance is planned:

--Approximately 750 ft of spot patching for Culver Loop from Arnie Ct. down to mailboxes across from Divot.

--Crack sealing/filling for all Knolls Streets.

--Seal coat only on areas that have been patched. 300 ft of Culver out to Scardi.

### 2. Disaster Preparedness – Peggy Schaub

Peggy's tip for today is after a year or two, unused batteries will start leaking.

## E. Welcome & Social Committee – Reported by Greg Gardner

### 1. Welcome Committee

One new homeowner for the period of March 10,2025 to April 10, 2025: Lot #172 Robert & Rachel Petchell.

### 2. Social Committee

The Social Committee supplied the refreshments for today's meeting.

Planned 2025 events: City Wide Garage Sale, Homeowner BBQ, 4<sup>th</sup> of July Golf Cart Parade, and Christmas Decorating Contest.

### 3. Pets

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. Homeowners are getting frustrated with having to encounter dog droppings on walks. Quinton, the common area maintenance worker, ran into these piles with his weed eater. The dog waste splattered on him.

**F. Centerpointe Property Management Report**

1. Drive through was performed on Monday March 17, 2025. 14 Homes with notable yard concerns were reported to the Board. There are a few homeowners that are repeat offenders and/or the concern is extreme and it will need to be addressed.

**2. Delinquent Charges**

YTD unpaid charges = \$47,081.69

DW&S LLC, 5 lots = \$46,025.51

5 Homeowners with unpaid HOA dues and late fees = \$1,055.18

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.

**G. Owner Comments**

Q. Peggy Brummel asked if the three houses on Divot are selling as finished homes or as is. Greg said DWS will do either.

Q. Alicia Hart asked for a reminder to the community to not park on the streets.

Q. Gary Lee asked if signs could be installed giving drivers advanced warnings about the speed humps. He feels this will protect the HOA from liability. Greg said yes, they could do that.

Q. Jessie Larner asked if there is still the option for a homeowner to pay for the extra speed hump on Culver. Greg said no, the HOA is paying for it. Additionally, a speed hump cannot be installed there until that section of the road is replaced.

Q. Lorrie Lee asked about the old driveway materials that were dumped by her house a year ago. She was told it was going to be leveled out, with grass clippings added. She said the dumped area looks like an eyesore. Greg said his understanding was it was put there to shore up the bank. Lorrie asks that the person who put it there fix it. The neighbors blame them, as if they put it there. Greg will take a look at it.

**Meeting adjourned at 7:06 PM**