

**KNOLLS ESTATES MONTHLY BOARD MEETING**  
**February 19, 2025**  
**Approved Minutes of Meeting**

The meeting was called to order by Greg Gardner at 6:01pm

**I. Roll Call**

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

Owners in attendance: Carole Wells @ 1827 Culver Loop, Mary Nordeen @ 2274 Eagle Loop, Peggy Schaub @ 2074 Culver Loop, Jim & Mary Dennis @ 1780 Scardi Blvd, Larry Cox @ 2066 Culver Loop, Jessie Larner @ 1972 Culver Loop, John Lahley @ 2070 Culver Loop, Peggy Brummel @ 547 St. Andrews Ct., Sharon Cozad @ 2206 Eagle Loop, David & Jackie Potestio, and Bob & Paula Douglas @ 1667 Scardi Blvd.

**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 January 15, 2025**

The minutes of the January 15, 2025 Annual Meeting were approved via email and posted to the website. The Annual Meeting was held at the Sutherlin Community Center.

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

**A. Greg Gardner**

**1. 2025 Projects**

--A new website is in the process of being built. This website will be easier to navigate and will cost less yearly. The current website is difficult to use and they yearly fee is \$350. The new website will cost \$204 per year to use and about \$600 to rebuild.

--A new tax preparer is being used for 2024 taxes. Previous preparer was never on time which resulted in late filing fees. This new preparer costs less as well.

--The roads are so bad. Michael will cover this in more detail. The focus will be on the worst areas first and work our way down. Will be starting on Culver Loop, then some spots on Eagle Loop.

--New speed humps will be installed. The Board has tried everything else, such as rumble strips, speed limit signs and painting the speed limit on the road. There is still a problem with speeders.

**2. Design Committee**

a. The house at 1660 Scardi has closed. The new owners would like to make many modifications. They indicated they wanted to paint it black. Greg did tell them that would have to be ok'd by the design committee and they needed to submit their modification request to the Design Committee for approval.

b. Design Committee report for January 10, 2025 – February 10, 2025:  
New Construction = 0, Fences = 1, Sheds = 0, Golf Nets = 1

## B. Tom Schaub

### 1. City of Sutherlin Planning Commission

Tom has been re-appointed to the Board. There was no meeting last night due to a lack of agenda.

### 2. Treasurer's Report

	2025 YTD	2025 Budget
Total Income	\$ 63,762.40	\$252,680.00
Total Net Income	\$ 7,183.97	\$ 28,420.00
Total Expense	\$ 6,578.43	\$224,260.00
Total Reserve Expense	\$ 0.00	\$86,000.00
Total Assets	\$405,073.75	\$340,000.00

### 3. CD

The CD maturity date is 6/17/2025

### 4. 2025 Budget

Greg explained the Budget Committee has not met yet to review the proposed budget. But in the interest of time as it is a working document, the budget does need to be voted on. The Budget Committee still intends to meet and review the document. If changes need to be made, they still can, with a vote. John Lahley asked if the budget year is January 1 to December 31. Greg confirmed it is.

**VOTE:** Terry Wells made a motion to approve the 2025 budget as presented, contingent on possible adjustments being done by the end of the month. Dian Cox seconded the motion. A vote was taken. Motion was carried by unanimous vote.

### 5. 2025 Rules & Regulations and Schedule of Fines:

**VOTE:** Terry Wells made a motion to approve the updated 2025 Rules & Regulations as presented. Tom Schaub seconded the motion. A vote was taken. Motion was carried by unanimous vote.

**VOTE:** Terry Wells made a motion to approve the updated 2025 Schedule of Fees & Fines as presented. Dian Cox seconded the motion. A vote was taken. Motion was carried by unanimous vote.

Greg explained the CC&R's are so old from 1994. These documents help to clarify the rules of the CC&R's. There were some minor changes made to the wording of the Rules and Regs. The Fines & Fees have not changed.

Terry encourages the community to read the Rules & Regs. It is an easy document to get through and answers most questions. It can be found on the Knolls Estates website.

## C. Terry Wells

### 1. Common Areas

With the change in the weather, maintenance will be done on an as needed basis. Common areas will be able to be addressed earlier this year. BBSI workers will continue to be utilized. Tom said as a reminder, he still has the flag for the entrance area at his house, waiting for the weather to improve.

### 2. Street Sweeping

The next street sweeping will be in February or March 2025. The sweeper doesn't give much notice. Greg will send an email out to all of the owners as soon as he is notified. He will also put a sign at the entrance.

### 3. Board Meetings

For the last 30 years the Board meetings have been held monthly every 3<sup>rd</sup> Wednesday at 6pm. The notification is posted on the Knolls Estates website and there is signage at the entrance sign. Additionally, in the last four years email notifications have been sent.

#### **4. 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, Tom & Susan Lebengood, 1660 Scardi Blvd, New Cons
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**

--The community is month's out before any road work begins.

--In 2025 plan to pave Culver Loop Arnie down to the mailboxes but need to see what material costs will be at that time. Knife River cannot give a definite cost until it is closer to the time work begins. Terry asked when they would get the bid, Michael explained April or May for work to begin in June. Dian asked how many feet that would be. Michael explained 300 feet minimum which is about \$36,000, but ideally to get to the mailboxes that is almost 700 feet. This does not include Arnie. John Lahley asked if there is a way to core on Dovetail to see how thick that pavement is. John suggests if the Board had that information, they could share with the City. Michael said he will look into it.

--No crack sealing was done in 2024, and it is much needed.

--There are more areas that need patched. On Culver Loop where the road is failing there is 1" or less of pavement.

##### **2. Disaster Preparedness – Peggy Schaub**

Peggy had a few more disaster awareness books available to hand out. She recommends homeowners take photos of their valuables in case they are lost in a disaster. Another recommendation is to think about cooking food when there are no utilities available. A Coleman stove with a propane tank is good to have on hand.

##### **3. Safety Cones – Greg**

Safety cones must be in place when any type of vehicle is temporarily parked on the roads. The HOA has additional safety cones for homeowners to borrow if they do not have some.

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

##### **1. Welcome Committee**

No new homeowners January 10, 2025 to February 10, 2025.

##### **2. Social Committee**

The Social Committee supplied refreshments for this meeting. Greg thanked Dian and Larry Cox for hosting the meeting at their home.

Planned events for 2025: City wide garage sale, all homeowner bbq, 4<sup>th</sup> of July golf cart parade, and Christmas decoration contest.

##### **4. Pets & Wildlife – Reported by Dian Cox & Greg Gardner**

###### **a. Pets**

Some complaints were received from homeowners walking their dogs and allowing them to poop and urinate in yards, decorative rocks, and on personal property. Reminder: there is lots of space in the common areas and there are dog waste bags available for homeowners use. All dogs must be on leash. The location for the bag stations are on Culver Loop and Eagle Loop.

**b. Turkeys**

ODFW did trap turkeys. Mary Nordeen reports they were only able to trap six. And the ODFW representative said they do not have room on their schedule to come back for 2 years.

**F. Centerpointe Property Management Report**

1. No drive through was performed this month.

**2. Delinquent Charges**

YTD unpaid charges = \$43,651.51

DW&S LLC, 5 lots = \$43,526.51

4 Homeowners with unpaid HOA dues and late fees = \$185.00

No water shut off notices were sent.

**G. Owner Comments**

--Jim Dennis has noticed that there has not been any working going on in the new construction area for over a month. He asked Tom to check with the Planning Commission.

--Paula Douglas asked about speed humps on Dovetail and Scardi. Greg explained the HOA does not own Dovetail and most of Scardi. The HOA cannot put speed humps there. Paula has noticed when she walks her dogs, people drive very fast. Tom said he has spoken with the Chief of Police in the past. They said they would do more patrols on those roads. They will also let the HOA borrow a radar sign. Greg said there will be 3 speed humps on Culver Loop, 2 on Eagle Loop, and 1 on Divot.

--Carole Wells wanted to clarify the rumor about a break in in the community turns out to be an identity theft.

**Meeting adjourned at 6:46 PM**