



**Oceanside Estates Homeowners Association  
Minutes of Board of Directors Meeting  
08/05/2021**

Minutes of the Board of Directors' meeting of the Oceanside Homeowners Association, Brookings, OR, held at 6:00 p.m. on August 5, 2021.

**1. CALL TO ORDER**

Board President Jim Turner presided over the meeting and called the meeting to order at 5:59 p.m.

**2. ROLL CALL**

Board members present:

- Board member Jim Turner
- Board member Tibor Farkas
- Board member Edit Szanto

Several HOA members were also present.

**3. QUORUM OF DIRECTORS**

The majority of the Board members were present; quorum of Directors was established.

**4. APPROVAL OF THE AGENDA**

The draft agenda was e-mailed out to Board members prior to the meeting. The agenda was amended by adding two items to it: discussion of the sinkhole on Oceanside East drive and public forum. The amended agenda was approved.

**5. APPROVAL OF MINUTES**

- Board approved the July 1, 2021, Board of Directors' meeting minutes.

**6. COMMITTEE REPORTS**

- Treasurer's Report (07/01/2021 to 07/31/2021):

- Two additional annual assessments were received.
- Trail repair/maintenance has been completed and the following expenses have been paid: \$2,700 for Garcia Lawn Care, \$1,715.90 for materials.
- HOA tax return preparation fee of \$347.95 has been paid.
- HOA legal fee of \$2,000 has been paid.
- July 1 - July 31 deposits and expenses:
  - Deposits: \$1,450
  - Expenses/checks paid: \$6,763.85

- As of July 31, account balances at Rogue Federal Credit Union:

Checking: \$ 4,127.54

Business: \$ 131.73

Savings: \$17,091.19

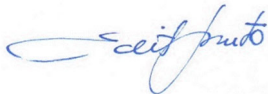
Total:             
\$21,350.46

- Duly moved and seconded, the Treasurer's Report was accepted by unanimous vote.

- HOA tax return: President Turner mailed in the HOA tax return.
- Design Review Committee Report:
  - One plan for a new home on an empty lot was submitted to the Design Review Committee for approval. The plan was rejected by the Committee on the grounds that it was incomplete. The lot owner was notified of the Committee's decision.
  - Lot owners who intend to submit plans for approval to the Committee should read the Declaration/CC&Rs to ensure that their plan meets the requirements. Lot owners are asked to submit one complete packet for the house plan, landscaping plan, site plan, drainage plan, etc. instead of a series of submissions. Committee members are asking for a hard copy packet to be mailed at the HOA's mailing address (96434 Oceanside East Drive, Brookings OR 97415) and an electronic copy of the entire packet to be e-mailed to the HOA's e-mail address at: [BrookingsHOA@gmail.com](mailto:BrookingsHOA@gmail.com). Plans must be submitted and approved by the Committee prior to submission to the City.
- **UNFINISHED BUSINESS**
  - Update on trail repair/maintenance and signage: the trail repair/maintenance project has been completed. Board member Farkas worked with the contractor and oversaw the project. He gave a report on the work that had been accomplished: installed stairs at the South Drive trail entrance, leveled trail so it is easier to walk on, installed a new footbridge with steps in the wet area, completely rebuilt the beach access stairs at the bottom, installed two private drive signs on North Drive, installed three beach access trail signs (one at the trail head at South Drive, one at the trail head at North Drive, and one at the cove).
  - Garcia's Lawn Care may also be able to help in the future with regular maintenance (clearing the vegetation). Contractor indicated that he would do it for \$200 per clearing, but the Board does not yet have it in writing. Clearing will be done on an as needed schedule.
  - Update on the long-term parking on Oceanside East Drive: the tenants cleaned out the garage and for a while they parked one car in there, but then they went back to parking on the street again. Board member Szanto will e-mail to homeowner again to let her know that the situation has not been resolved and her tenants continue to violate the HOA's rules.
  - Chain across South Drive: when the owner of the bluff lots at the end of South Drive asked the HOA to add him as an additional insured on the HOA's insurance policy (because the trail goes through his property), we asked whether he would agree to put up a chain to stop trespassing vehicles driving down to the bluff. The owner agreed, but because he did not live in Brookings he asked if we could look for a contractor and to give him an estimate. There were some concerns over HOA liability if we recommend a contractor and something went wrong. While this conversation was happening, one of the lots went pending and the other was also listed for sale. Since the ownership of the lots may change, the recommendation was made to table this issue.
  - Fiber optic cable installation by Coos-Curry Electric Co-op. President Turner received several calls from Beacon Broadband about installation of fiber optic cable for high-speed Internet. Beacon is interested in working with HOAs to install the fiber for subdivisions. Several HOA members (including two of the Board members) signed up with Beacon signaling their interest in fiber optic high-speed Internet. Beacon plans on installing fiber in stages. They install the fiber in the existing Coos-Curry Electric easements (their underground power lines are installed at 36 inches and the fiber optic will be installed at 24 inches). They bore underground and run the conduit for the fiberoptic at the curb. Then they will bore underground to each home where the homeowners decide to connect to the fiber optic, or they will use the existing communication line to the

home. They ensure us that they will restore the area in the same condition as it was before boring. Our area is Harbor B and at this point they anticipate being up here sometimes at the beginning of 2023. Beacon representative offered to come to one of our Board meetings and provide more information and answer questions. The question was raised, and the Board discussed, whether individual lot owner permission is needed or the HOA Board can agree to the installation of the conduit/fiber in the existing utility easements within the subdivision. The Board made no decisions on this.

- Update on HOA policy on fines: the Board needs a policy on fines which should be sent out to all HOA members before the Board goes ahead and levies fines against members (providing fair notice). The Board discussed the need for ability to levy fines, questions about the general effectiveness of fines, and other ways of resolving issues. The Board discussed hiring an attorney but also noted member concerns over legal fees and the possibility of using sample HOA policies to develop a structure and fine schedule. Board member Szanto offered to look for some sample policies.
- Update on the sinkhole on Oceanside East Drive: water is getting in there and needs repair. It's been there for many years and getting worse. Discussion about possible ways to remediate the problem. There are two areas that have similar issues. The HOA needs a quote from a company that does road repair. The Board discussed who pays for repair and maintenance of Oceanside East Drive. According to the Declaration, the East Side lot owners pay for the maintenance of Oceanside East Drive (assessments for maintenance and reserves). The question is how the lots would be assessed (special assessment) and how the lot owners would vote for or against the special assessment. President Turner offered to get some estimates, so we know how much it would cost to repair the two areas.
- **OPEN FORUM**
  - Board member Szanto reported that one HOA member asked about installing a Private Drive sign on Oceanside East Drive. The Board is not opposed to a "Private Drive" sign on Oceanside East Drive, and it also clarified that the signs that were installed on South Drive, North Drive, and the beach access trail signs and posts were purchased by Board member Szanto with personal funds. The Board also discussed the need for a No Parking sign on North Drive at the emergency vehicle turnaround.
  - Discussion about the location of the chain across South Drive. The Board clarified that the location discussed with the bluff lot owner was after the trail head (after the stairs that go down to the beach), and the purpose was to keep vehicular traffic off the bluff.
  - Fiber optic cable conduits. There may be existing conduit already in some areas.
  - Recommendation on the schedule of fines (\$50, \$100, \$150, \$200, etc.).
  - Recommendation on putting No Parking sign on Oceanside East Drive.
  - HOA member asked whether the police would do anything about the parked cars since they are a hazard?
- **NEXT MEETING DATE**
  - A. The next Board of Directors' meeting was set for September 2, 2021, at 6:00 p.m. via Zoom.
- **ADJOURN**
  - B. The Board meeting adjourned at 6:49 p.m.



---

Edit Szanto, Secretary

---

10/08/2021  
Date