

**SHAMROCK PINES HOA
ANNUAL MEETING MINUTES
SEPTEMBER 17, 2016**

- 1) Call to order
 - a) HOA President Stanley Gott called the meeting to order at 1:10 pm.

- 2) Acknowledgement and recording of Proxies
 - a) Proxies received from:
 - i) Dennis Sunell - designating the HOA Board
 - ii) Tom and Carrie Campbell - designating the HOA Board
 - iii) Leanne Mattison - designating the HOA Board

 - b) A quorum of HOA members was counted as present.

- 3) Approval of Prior Year's Minutes (Copy provided at meeting)
 - a) Call for a motion to approve last year's minutes was made and seconded.

- 4) Treasurer's Report (By Stanley Gott for Nissa Roberts)
 - a) \$17,393 cash balance @ August 31, 2016

- 5) Architectural Report
 - a) Doug and Leslie Gorsline submitted plans for their proposed new home and landscaping that was approved with minor conditions.
 - b) Several new and replacement fences were approved.
 - i) Walt Fosque asked about tree planting approval. Marty Gill explained the HOA's requirements with respect to plantings that might impact safety, etc.

- 6) President's Report - Stanley Gott
 - a) New owners introduced.
 - i) Lot 4 Doug and Leslie Gorsline - present
 - ii) Lot 5 Jim and Linda Bartlett - present
 - iii) Lot 16 Mark and Lisa Prescott - not present
 - iv) Lot 17 Justin and Alisa Dunlap - Justin present
 - v) Lot 35 Warwick and Candace Smith - not present
 - vi) Lot 38 Walton Fosque - present

 - b) Other changes of note
 - i) Lot 23 - Joy Merkley former residence. The house is currently vacant and has been foreclosed on. A company was hired by the bank owner to effect basic repairs to put the house on the market. A lockbox has been placed. Additional information will be communicated as it becomes available.

 - ii) One home for sale

(1) Phil Hullender Lot 31

- 7) Maintenance of Association Property and Vacant Lots
 - a) We continue to contract with Steve Poe to maintain the association's property. We are having the area around the butterfly habitat and the Shamrock Road entrance mowed on a monthly basis from April through October. The butterfly habitat normally is mowed four times a year.
 - b) Steve had a stroke earlier in the year but is home and recovering. Unknown about his current status but his crew is doing a good job.
 - c) Steve Poe is also mowing the vacant lots per CC&R requirements. He is billing the lot owners for the service.

- 8) Street Lights
 - a) We continue to contract with Borland Electric for street light maintenance and replacements.
 - b) As reported last year Borland will be making future light replacements with LED lamps. The LED lamps are initially more expensive but are expected to have a much longer useful life.

- 9) Fraser Property
 - a) Last year Stanley Gott reported that Fraser made an attempt to be annexed into the city of Gearhart. This would have effectively allowed him to develop 10,000 sq ft lots.
 - b) Your board with attorney assistance made a case against annexation to the planning commission and full city council. The result was that Fraser's annexation request was denied.
 - c) As you all know, our major issue is the possibility that a future transportation plan could include an extension of Pine Ridge Drive into the new development. For now, we have appear to have abated that risk as we have heard nothing new with regard to the property.
 - d) As reported last year, Stanley Gott found two quitclaim deeds that had not been previously recorded that transferred the roads from the developer to the HOA. We are now showing as the owners of the roads on the county records. This fact should be a positive factor should there be a future attempt to extend Pine Ridge Drive.

- 10) Other Thoughts
 - a) Sandy Adams asked about a larger "Dead End" road sign. Pat McDonald noted that sign size wasn't an issue with the City of Gearhart.
 - b) Stanley mentioned consideration to the addition of a "No Beach Access" sign at 101 and Shamrock Rd.

- 11) Association Dues
 - a) Our annual homeowners dues are \$200 per year.

- b) All lot dues have been paid for the calendar 2016 except lot 23 (Joy Merkley), that is in foreclosure. The HOA will make an attempt to collect upon sale of the property.
- c) The board believes the dues should remain the same for the coming year for the following reasons:
 - i) Possible additional legal costs related to the Fraser property should they try to develop the property with a high home density.
 - ii) Replacement of the Butterfly Habitat fence.
 - iii) Replacement of the street lights with new LED fixtures
 - iv) Other unknowns

12) Encouraging compliance with our Association's CC&R's

- a) We all agreed to CC&R's when we purchased in Shamrock Pines
- b) Some purchased in Shamrock Pines because there were CC&R's.
- c) Your board is vigilant in enforcing the CC&R's.
- d) There have been no legal actions this year to encourage compliance.
- e) As we become a more mature neighborhood, it is even more important to ensure compliance with the CC&R's as it relates to landscaping, fence repair and general maintenance.
 - i) Question: Do you all agree or are of like mind that the Board should vigorously enforce the CC&R's including imposing penalties and other legal action should it become necessary? Answer: All present answered "yea".
 - ii) Question: This is a board responsibility but one that is difficult because we're dealing with our neighbors and we want to be neighborly. What do you think? Answers: Attempt to contact owners about the issue(s) by other owner's that have a personal relationship with the party in question first. Failing that or if others are uncomfortable with making contact, it will fall to the board to make a formal request for compliance in writing. If the party in question is not in compliance within the required timeframe, the board will meet to discuss additional actions including legal remedies.

13) Election of New Officers

- a) Two board members are completing their 3-year board assignment
 - i) Stanley Gott as President
 - ii) Richard Adams as Secretary (Richard stepped in to complete Sharon Meisenburg term when they sold their home earlier this year.)
- b) We have two homeowners agreeing to serve on the board.
 - i) Stanley Gott
 - ii) Richard Adams
- c) Other nominations were solicited from members present.
 - i) None received.
- d) Vote
 - i) All present voted in favor

- (1) Stanley Gott will continue role of president for one more year. (The association by-law precludes a third consecutive term.)
- (2) Nissa Roberts will continue as treasurer.
- (3) and Richard Adams will assume the secretary duties.

14) New Business

- i) Richard Adams discussed the renewed HOA website which had been “offline” since the passing of the former webmaster Tim Williams.
 - (1) The domain name, “shamrockpineshoa.com”, was recovered with the help of former HOA member Nancy Williams, thank you Nancy!
 - (a) The domain name is due for renewal September 2017. Cost is approximately \$25/yr. with secure ID protection.
 - (2) A new host account was set up and paid through August 2018. Cost will be approximately \$12/mo. from that time forward (payable annually, every two years, etc.)
 - (3) Richard created a new website which is now online and available to HOA members and the public at <http://shamrockpineshoa.com>.
 - (4) Content includes information about Gearhart and surrounding areas, the HOA itself, HOA Board members, links to relevant websites including emergency services (thank you Matt and Karen Shields) as well as a contact form for inquiries.
 - (5) Official HOA documents including requests for landscaping and property improvements, CC&Rs, By-laws, etc. can be viewed, downloaded and printed out directly from the website.
 - (6) Richard Adams will act as the HOA website Webmaster during his term as HOA Secretary.
- ii) T. J. McDonald asked about the emergency notification system for Gearhart since it’s difficult to hear the warning sirens in our area.
 - (1) Stanley indicated that residents would be aware of a earthquake without the need to hear the warning siren. In a large earthquake off our coast, seek high ground immediately as soon as the shaking stops due to the risk of a tsunami. All roads and bridges may be damaged, so don’t depend on your vehicle for transportation.
- iii) T. J. McDonald asked about tsunami gathering area on Pine Ridge.
 - (1) Stanley indicated that the area is designated for temporary public use by the City of Gearhart.
- iv) T. J. McDonald asked if there was “anything that could be done about the Elk” as they can damage property/landscaping.
 - (1) The general answer is “not much”. The HOA website has suggestions about avoiding landscape plants that attract Elk and other wildlife. There is an embedded video on the “About Us” page of the HOA website; “The Elk of Gearhart” which includes various interviews with City Management, the Department of Fish and Game, etc. that may help.

15) Call for Adjournment

a) Motion called for and seconded at 2:15pm

16) Other Notes

The date for future board meetings as well as the Annual HOA meeting will be published on the HOA website and communicated to members as appropriate.

Attendees were encouraged to come to the annual HOA barbecue at Stanley and Darby Gott's home after the meeting.

Submitted respectfully,

Richard Adams
Secretary
Shamrock Pines Homeowner's Association, Inc.



2016 Shamrock Pines HOA meeting attendees