



# Shamrock Pines Homeowner's Association, Inc.

## Annual Homeowner's Meeting September 14, 2019

1. Call to order - 1pm
2. Acknowledgement and recording of Proxies
  - I. Quorum requirement met?
    - 1) Yes, 7 proxies and 22 in attendance
3. Approval of Prior Year's Minutes (copy provided at meeting)
  - I. Motion?
    - 1) TJ McDonald motioned for approval
  - II. Second?
    - 1) Sandy Adams seconded.
  - III., Treasurer's Report by Stanley Gott in place of Nissa Roberts
    - 1) Financial statement was distributed to all present. Copy available by contacting a board member.
  - IV. Association dues collected
  - V. Bank account balances
    - 1) Mark Prescott asked about interest being earned on deposits. Stan noted that the certificate of deposit earns minimal interest. Mark suggested that additional interest could be earned with various investment opportunities. He will provide additional information to the board.
  - VI. Expenses
4. Architectural Report by Stanley Gott
  - I. Approved requests
    - 1) Lots 13, 17, 24 and 28 all received approvals for various projects during the 2018/2019 calendar period
  - II. Outstanding items
    - 1) Lot 38's outstanding items were addressed by Stanley Gott personally and a majority have been resolved.
    - 2) No other outstanding items were noted.
  - III. Mark Jacobs will be developing lot #2 by the end of the year.
5. President's Report by Justin Dunlap
  - I. Activity for four properties this year
    - 1) Lot 13 – Developed by Aaron Strickland and sold to Kurt and Susan Penrod
      - i. Kurt and Susan were welcomed to the neighborhood.
    - 2) Lot 36 – Sold by Mike and Debby Brands to Pat Wollner
      - i. Pat Wollner was not present. Donna Sunell will follow-up as the SPHOA “welcome committee”.
    - 3) Lot 20 up for sale by Pat McDonald
      - i. Sale is listed as “pending” by the real estate agency.

- i. Donna Sunell spoke with the prospective buyers who said they will be occupying the residence permanently.

4) Lot 21 up for sale by Holly Barker

6. HOA Maintenance and Landscaping

- I. Steve Poe (SS&B Property Care) continues to tend to the plantings and trees along Shamrock Road as well as the butterfly habitat.
- II. Property owners of vacant lot 2 is paying Steve to have the property mowed. When property owner was contacted, he mentioned that he has plans to develop the property soon.
- III. It is the property owner's responsibility to maintain their property and landscaping as described in the CC&R's. In particular, it has been observed that weeds along many street-front areas have become overgrown. Please maintain these areas and remove the weeds!
- IV. The fenced-in "butterfly habitat" (Tract "C") at the north end of our development, is the responsibility of the HOA. It is being mowed three times a year.
  - i. Last year members of the board agreed to replace the cross members as needed. No boards have come to our attention as needing replacing this year. Eventually the posts will need replacing. HOA dues were increased last year in part to pay for future cost of replacing and maintaining the fence.
  - ii. Quotes on replacing and maintaining the fence obtained last year:
    1. Patrick A. Clyde Construction - entire fence
      - a. \$28.6K for Douglas Fir
      - b. \$36.6K for tight knot cedar
    2. Silva Construction
      - a. \$9.6K to replace 107 posts and 14 cross members
  - iii. Homeowner John McLoughlin (lot 1) wanted to know if the fence has to be maintained. The board noted that the NCLC is charged with maintaining the habitat based on the U.S. government's designation of the silver spot butterfly as an endangered species. In turn the HOA via a deed restriction is charged with the maintenance of the habitat including the required fencing.
  - iv. Homeowner Karen Mattocks (lot 26) brought to the board's attention, according to one of the property owner's wives (a friend of Karen's), that they were being encouraged by city admin Chad Sweet to disregard past property development approvals and to reapply for a high-density development. Karen's friend wasn't sure about the direction that they would eventually take, but Karen wanted to make SPHOA residents aware of what the city is recommending. Mr. Sweet understands the HOA's position and concerns with respect to surrounding developments so this news is concerning, especially when it comes to the potential impact on our neighborhood's livability and property values.

1. It seems it would be worthwhile for the board to confirm the city's new position and if true, to consider next steps. Board-member Doug Gorsline has agreed to discuss with Chad.
- V. Skunks continue to be an issue in the area. Last year the board decided the expense of trapping the skunks outweighed the benefits.
- I. We can improve the situation by limiting places for them to live and to not give them access to ready food sources such as food scraps and pet food.
  - II. An additional culvert (in addition to the many, ~12, covered last year) was covered by Tal Gohl on Pine Court where a large family (or possibly two?) was seen entering. The Board will monitor the situation and welcome any suggestions about future mitigation.
  - III. The HOA will continue to monitor for skunk issues.

#### VI. Streetlight Maintenance

- I. Maintenance of the seven streetlights within the development remains a frequent time commitment and expense for the board. This year, there were fewer than average maintenance calls, 2 bulb replacements and one light sensor replacement, to Borland Electric. The HOA is charged approximately \$130 for every service visit. Historically, costs have been over \$1000 a year for maintenance.
  - II. The lights and light-poles chosen by the developer of the HOA are non-standard.
  - III. Pacific Power and the city of Gearhart was contacted about the possibility of transferring maintenance from the HOA to the city. The city currently pays for the electricity used by the lights and they agreed that they would be willing to pay for maintenance as well if Pacific Power could service them. Initially, based on pictures sent to Pacific Power, it was hoped that we could replace the light head unit itself at a cost of approximately \$7,000. However, after further studying the issue, including a detailed inspection of the poles on-sight, it was determined that there would be extensive re-wiring (the wiring is also non-standard) and installation costs to put new standard light heads on the poles. A detailed quote was not completed; however it was estimated that those costs would approach those of completely replacing the poles themselves. We could have new light poles installed at a cost of approximately \$20,000. At this time the board does not suggest that we move forward with making any changes to the lights and to have the HOA continue to pay for maintenance and replacement.
- VII. Road maintenance in the development is no longer the HOA's responsibility. It was determined in the possible sale of the easement between the Lots 11 and 12 that the city owns the roads. It is our

understanding that the HOA is still listed as the owner of the roads on county records, the city is aware of this and will rectify at some time.

- VIII. The stop sign at Shamrock Road and Pine Ridge is in need of replacement. Mark Prescott suggested adding a stripe and lettering on the road to improve compliance.
- IX. Waterline maintenance in the development has also likely transferred to the city and is no longer the HOA's responsibility. No known maintenance is required of the underground waterlines.
- X. Spruce Aphids- there is not a whole lot we can do proactively to help the Sitkas. They should recover on their own in a year or two especially with favorable weather, particularly cold winters. Daniel Stark, Oregon State University Master Forester, and Christine Buhl, Entomologist for the Oregon Department of Wildlife, are continuing to monitor the situation and are planning on holding an event locally in the fall to discuss the situation and give an update. They may potentially be seeking help from anyone interested to collect information on our trees in the HOA.
- I. Mark Prescott asked about insurance coverage for the common areas, particularly with respect to damage from falling trees that are located in HOA common areas.
  - II. Justin asked about the trees in the common area and if the HOA is responsible for maintaining the trees in those areas.
  - III. The board will follow up with our insurance agent to determine liability and if the HOA would be advised to purchase additional insurance.
- XI. The Great Oregon ShakeOut notice from the city says that "Following the earthquake simulation, residents and emergency crews will practice evacuating to tsunami assembly areas." Thursday, October 17th. One of the tsunami assembly areas is on the corner of Pine Ridge and Shamrock Roads.

7. Voting on Proposed Alterations to the CC&Rs:

- I. An attorney, Blair J. Henningsgaard, was contacted regarding possible amendments to the CC&Rs. The proposed amendments are listed below. However, a number of technical issues were raised regarding the status of Tracts D & E, the large marshy lots between the existing tracts and highway 101, and the impact of the proposed amendments on those tracts. As such, the board recommends not amending the CC&Rs at this time for future discussion and alterations to deal with the complications.
- II. Clarifications on fencing material:
  - 1) Article II, Restrictions of Use of Real Property, Paragraph 2.1.6 (d) is deleted in its entirety and replaced as follows:

*All fencing materials shall be pre-approved in writing as to compatibility and esthetics by and in the sole discretion of the Architectural Committee. Fencing materials matching the esthetics of the neighborhood, typically consisting largely of wood, are likely to be approved. Fencing materials such as vinyl and chain-link metal are not likely to be approved.*

### III. Lot size limitations

- 1) Article II, Restrictions of Use of Real Property, Paragraph 2.12.2 is deleted in its entirety and replaced as follows:

*Minimum Home Site Size. No home site within Shamrock Pines shall be further reduced in size in order to create additional home sites. The size of any new lot within Shamrock Pines, excluding the original home sites 1 through 41, shall be no smaller than 0.49 acres.*

### 8. HOA Dues.

- I. The board believes the dues should remain the same for the coming year to continue to pay for annual maintenance as well as build up an additional contingency reserve for possible legal costs related to the Fraser property and future infrastructure maintenance.

- 1) Are there other opinions related to the level of our annual dues?

1. Would someone like to make a motion to keep HOA annual dues the same for 2020?

1. T.J. McDonald motioned affirmatively
2. A homeowner seconded the motion.
3. Motion carried.

### 9. Election of new officers

- I. Current board Treasurer, Nissa Roberts, is completing her first year of another three-year board assignment. Thank you for your service Nissa! Nissa has agreed to be Treasurer for another year.
- II. Homeowner, Sally Lacoste has agreed to continue to serve on the board as a general member for the third of a three-year commitment.
- III. Homeowner, Doug Gorsline, has agreed to accept the position of Vice President for the upcoming year.
- IV. Current board President Justin Dunlap has completed his one-year commitment as president and will be continuing on the board as Secretary for the third of his three-year commitment on the board.
- V. Current Secretary Richard Adams is completing the third of his three-year commitment on the board. He will be leaving the board and will be sorely missed. Thank you Rich!
- VI. Current board Vice President Stanley Gott is completing the third of his three-year commitment on the board (one of many such commitments). He also will be leaving the board and will be sorely missed. Thank you Stan!
- VII. Do we have other nominations? President?
  - I. Richard Adams nominated T.J. McDonald for the position of President.
  - II. T.J. accepted
  - III. The nomination was seconded.
  - IV. Approved by all present.

V. The board voted approval making T.J. McDonald President of the SPHOA for the years 2019 - 2020

10. New Business

I. New business?

I. None

II. Please join us for the barbecue at 3:30 PM at Donna and Dennis Sunell's home, 2708 Pine Ridge Dr.

11. Call for Adjournment

I. Motion?

I. Motion made by homeowner present

II. Second?

I. Seconded by homeowner present

III. Meeting Adjourned

