



## **Oceanside Estates Homeowners' Association Minutes of the Board of Directors' Meeting 06/23/2026**

Minutes of the Board of Directors' meeting of the Oceanside Estates Homeowners' Association, Brookings, OR, held at 6:00 p.m. on June 23, 2026.

### **1. CALL TO ORDER**

HOA President Jim Turner called the meeting to order at 6:00 p.m.

### **2. ROLL CALL**

Board members present:

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

### **3. QUORUM OF DIRECTORS**

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

### **4. MEMBERS PRESENT**

Sara Towne  
Nancy Raab  
Ken Lucas  
Maria Lucas

### **5. APPROVAL OF THE AGENDA**

The draft agenda was e-mailed to Board members prior to the meeting. The Board approved the agenda.

### **6. APPROVAL OF MINUTES**

- The Board approved the December 5, 2025, Board of Directors' meeting minutes.

### **• TREASURER'S REPORT**

- Deposits since last meeting: \$9,000. All members paid their annual assessments. No late fees. One member pre-paid last year. Transfer to road maintenance accounts: \$2,700 transferred to East Side Reserve account, \$1,000 transferred to the West Side Reserve account. The following expenses have been paid since last Board meeting: \$1,300 to Garcia's Lawn Care for trail maintenance, \$75 and \$960 to CPA (Musser Olsen) for financial statements, 1099, tax return prep, \$1,107 to Hartford Insurance Company.
  - Rogue Credit Union accounts:
    - Association Checking: \$5,711.08
    - Business Savings: \$17,132.57
    - Business Ownership: \$166.49
    - Business Sub Savings (East Side Reserve): \$9,408.44
    - Business Sub Savings (West Side Reserve): \$4,504.34

- **TRAIL MAINTENANCE**

- The trail is overgrown.
- There have been some questions raised about invoices that were submitted, about work performed. There may have been some miscommunication with the landscaping company, some misunderstandings. Two invoices totaling \$500 have not been paid.
- The importance of clearly communicating the Board's expectations was noted.
- The two outstanding invoices will be paid. Moving forward, it will be made clear to the contractor that instead of monthly maintenance and monthly invoicing, trail maintenance will be as needed (on-demand) when specifically asked. The Board president will be doing the communication with the contractor. Expectations will be further clarified in advance (i.e. cutting not just the grass but cutting back the vegetation to an agreed-upon level on both sides of the trail and above head; not just simple "haircut" trim that grows back very quickly; maintaining not just the top section between North Drive and South Drive, but also going down to the beach; clearing cut gorse and prickly vine trimmings off the trail). Once the work is done (not a month later), contractor will notify the Board president, who will walk down to check to see if the work meets expectations, and if not, will let the contractor know that he needs to come back and address the issues. Once it is confirmed that the work is completed and meets expectations, the Board president will notify the Treasurer that she can go ahead and pay the invoice (including exact amount).

- **HOA/SUBDIVISION SIGN**

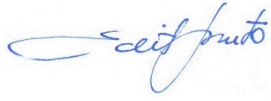
- Subdivision sign on the corner of North Drive and Dawson Road. Board member Farkas introduced the topic but recused herself from voting. The corner lot is owned by Board member Farkas. She requested that the sign be decommissioned and removed, because her property's title report does not mention an easement for the subdivision sign, the sign encroaches on her property, and if she wants to sell her house in the future, she would have an obligation to disclose the encroachment and that could cause problems with lenders, insurance companies.
- The Declaration or other governing documents do not mention the subdivision entrance signs or any sign easements anywhere. The plat does not show any entrance signs. The minutes that the HOA has do not mention when the signs were installed or by whom. We know that the signs were there at least since 2010. It is unclear when the signs were installed or by whom. Questions were raised about who owns the land on which the sign is installed. There are two subdivision signs, almost directly across each other on two sides of Dawson Road. The one on the East side of Dawson is more visible. The landscaping around the sign on the West side has not been regularly maintained. The plants around the sign have grown over the years and obscure most of the sign.
- The plat map shows a 5-foot right-of-way along Dawson that the developer dedicated to the City of Brookings. Additionally, there is a 20-foot public utility easement along Dawson (Coos-Curry Electric) and a public utility easement along the south side of North Drive. The City of Brookings sign ordinance states that in no case shall any sign be erected in a public utility easement or right of way.
- Ongoing maintenance responsibilities and cost, and liability were also discussed.
- One member commented that we have a beautiful neighborhood; the signs welcome everyone to Oceanside Estates; the sign on the East side says "Oceanside Estates II."
- Board member Farkas recused herself and did not vote. Duly moved and seconded, the two Board voted to remove the sign on the West side of Dawson. HOA pays for removal, maintenance of the corner will be the lot owner's responsibility.

- **CONSTRUCTION RULES AND OBLIGATIONS**

- Activity on the bluff lot at the end of South Drive (some type of geotechnical prep work, appears to be drilling for core samples). This lot is not part of the association but has access easement over South Drive. Large drilling equipment used. Large truck parked on South Drive.

- Discussion of obligations of bluff lot owners that are not part of the association but have access easement to use the road. Responsibilities for damage to the road or neighboring properties during construction or as a result of construction, responsibilities for injuries on South Drive or North Drive during construction. Making sure the lot owner knows about parking restrictions, about not storing construction materials on the road or neighboring properties, etc. Already a few years ago part of a drainage pipe was crushed and never repaired. As vehicles drive on the lot, the catch basin at the bottom of South Drive is often clogged causing water to accumulate. Unlike main roads like Dawson that have curb and gutter, curb drains, and catch basins on the side of the road, South Drive was set up to slope towards the middle with a catch basin in the middle at the bottom of the drive. Several years ago, after an extreme rain event, a large sinkhole developed at the bottom of South Drive on the bluff lot. Development of this area would have been Phase 4 of the subdivision, but the developer amended the Declaration and claimed it did not have to “annex” the bluff lots.
- There are a few empty lots on the West side bordering South Drive and North Drive that are part of the association and are not yet improved with a home, but several are planning to build over the next year or two. Responsibilities of these lot owners for damage to the road or neighboring properties during construction or as a result of construction, responsibilities for injuries on South Drive or North Drive during construction. Reminder to lot owners to become familiar with the CC&Rs.
- Discussion about documenting the condition of the drives prior to construction and about considering to ask for a security deposit before providing final approval.
- Board will send written communication to the bluff lot owner at the end of South Drive.
- Lot owners in the subdivision who are in the planning process should familiarize themselves with construction rules and obligations and ensure that their contractors are also familiar with those rules and obligations.
- **SOUTH DRIVE AND NORTH DRIVE**
  - Discussion about ownership of and maintenance responsibilities for South Drive and North Drive.
  - Oceanside East Drive is a separate tax lot. The County records show the HOA as the owner of Oceanside East Drive. The HOA pays property taxes on Oceanside East Drive, but not on South Drive or North Drive. The Board has not yet received legal opinion on the question of ownership when it comes to South Drive and North Drive (and maintenance responsibilities in light of that opinion), but a title report received from the title company did not identify the HOA as the owner, but a company that no longer exists (company to which the developer’s interest was transferred). The HOA does not have minutes of the turnover meeting, if one was held. According to the governing documents, the deed to the common property had to be delivered to the association at the turnover meeting.
- **NEXT ANNUAL MEETING**
  - July 13, 2026, at 6:00 p.m.
- **OPEN FORUM**
  - Questions about the activity on the bluff lot at the end of South Drive. Geotechnical work is being done.
  - Comment was made about some of the streetlamps missing or not working in the neighborhood. Since there are no city street lights on the East side besides the one near the mailboxes, streetlamps are a requirement in the CC&Rs. The Board will remind lot owners who are submitting plans to make sure they include streetlamps. Safety issue and aesthetics.
  - Vehicles on a lot still park on Oceanside East Drive. This is the same lot where the lot owner was previously notified about the violation. A written complaint will be submitted to the Board.

- If the Board wants names of other gardeners for trail maintenance, one member offered to send contact information of her gardener.
- **ADJOURN**  
The Board meeting adjourned at 7:18 p.m.



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Edit Szanto, Secretary

06/23/2025

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Date