



Oak Ranch Estates Home Owners Association
Supplemental Information from Board Meeting of
January 19, 2024
DRAFT

Open Discussion: Homeowner Roger H had previously shared in late December that he was able to talk to the young man who was riding a dirt bike in the neighborhood and onto both private property and the open space at the Almond Street entrance to the trails. A Board member will monitor this situation. Discussion regarding adding a low fence or boulder “wall” to discourage this behavior ended with no action taken, however this may be revisited and become an Association expense in the future.

Committee Reports:

Architectural: No applications received. Kathie requested and the Board agreed that this Committee keep copies of all project applications (received and approved, modified or denied) and minutes of any meetings.

Common Area: See Maintenance below.

Corral Area: See Maintenance below.

Website: Our payment to GoDaddy for the domain name was paid in November for the next 3 years. Website changes are being discussed, including property photos and making access to financials more secure. The approved November 7 and November 14, 2023 Board Minutes & Supplemental will be posted to the website.

Firewise Community: The chair shared that this committee will meet today to discuss planning a community wide information session, as well as the continuation of formulating the 3 year plan. They also will establish a Firewise website to keep homeowners updated. Two Board members will prepare information on fire-hazard and fire-safe plant characteristics and plant names and provide this information to the Committee chairs.

General Business:

1. **Common Area Maintenance:** In December Kathie worked on the trail up from Sunset to cut back the acacia shrubs that had grown out into the trail. Just before Christmas a massive oak tree uprooted and fell across the switchback trail down from Sunset. On January 4 our tree company workers cut away the large trunk sections and will return to cut, haul and chip the brushy portions, remove and chip a mass of dead brush off the trail down from Almond and remove and chip a small area of brush left by an owner who cleared another fallen tree up from Almond. Additionally, on January 12, CREW staff worked on a section of trail down from Almond on a section along the creek that had eroded and narrowed the trail. For safety they dug back the hillside to widen the trail and reinforced the creek-side edge with logs.

Corral Area Maintenance: In December Kathie worked on the dirt road down from the arena by digging out the channels behind the railroad ties that divert the water off to the side to reduce erosion. Also she clipped back some branches hanging out into the concrete drive and cleared mud out of the drainage channel alongside the drive as well as the mud that had washed across drive. Carol T and Kevin L continue to do work as needed.

2. **Reserve Items:** Kathie reported she had contacted an electrician in December to discuss new corral area lights and installation of a timer. The electrician will not be able to make this repair as a bucket truck will be needed due to the height of the poles. She is now in discussions with a suitable electrician to replace the light fixtures and is awaiting a fee quote. Lighting fixtures were noted as an expected upcoming expense on the latest Reserve Study.

3. **Legal Documents:** We are waiting for the attorney to respond with a “clean” version of the CC&Rs and Bylaws and additional information regarding the “next steps” in this process. He is currently preparing for an

upcoming trial. Pat will try to get an update from his office staff on their current status. Review of these documents will be additionally delayed as the Board seeks legal advice on a complicated time-sensitive issue.

4. CPA Annual Compilation. Joyce Jimenez, CPA indicated that the report format from the prior management company did not coincide with the format of the new management company. The numbers in the General Ledger and financial statements do not match up and are making reconciliation difficult. Kathie is working with Concord to expedite document preparation for Ms. Jimenez. We are hopeful that it will be much easier to prepare the 2023 report.

5. CCAS Issues. The Annual Report, prepared by and sent out by the management company on November 30, contained several errors which allowed us to again review the report, make changes and resend a corrected report in December. The final report is posted to the website. First quarter 2024 Assessment statements were sent electronically on December 22. Some homeowners reported they did not receive the statement generated from **OAK RANCH ESTATES HOA**. We are hopeful this will be corrected when the next statements are sent in March. Contact Board Treasurer Kathie Kottler (kottler1@sbcglobal.net) if you did not receive the statement. As a reminder, quarterly assessments are \$228.

6. Homeowner suggestion regarding the common horse stable area. The Board had previously suggested that a committee of homeowners interested in possibly renting stables to horse owners living outside of Oak Ranch Estates form a committee to discuss and research this idea. The homeowner who submitted the suggestion did not wish to chair the suggested committee. Our legal counsel had previously indicated that he did not think this would have been a good idea and research by several others was not favorable as well. The Board now considers this a closed issue. At the March meeting the Board will discuss insurance requirements included in the Corral Rules.

7. CC&R Violations: The Board discussed construction items on a property visible from the street. No action.

Financial Business:

1. Bank statements: Balances for November 30, 2023 - Operating \$18,193.88; Reserve \$33,934.13. Operating income of \$1,212; expenses of \$1,550. No discrepancies. Balances for December 31, 2023: Operating \$19,064.96; Reserve \$34,077.23. Operating income of \$1,975; expenses of \$1,104. No discrepancies. Our operating account balance includes some 2024 assessments paid early. All owners are current with assessment payments for 2023, although three still owe late fees.

2. Financial reports: October 2023 and November 2023 reports were provided by Concord on December 11. No discrepancies were found but Kathie has requested the GL item for manure removal be shown as a reimbursable expense, be moved to the category with the other utilities, and be shown as trash removal since it includes landscape materials. The December 2023 report was provided on January 19, during the meeting. A review shows the GL item for manure removal expense is now correct.

3. Year-End Report: Our annual expenses for 2023 totaled \$39,473 which was \$6,833 over budget. We had no expense for accountant due to the issues with Concord so the 2022 compilation has not yet been performed. We were under budget in most categories including insurance, Board expenses, postage and reproduction, rules enforcement, reserve study, corral expenses and tree maintenance. We were over budget in categories of legal fees, common area maintenance and weed abatement. Kathie's year-end report will be posted on the website. Her review of Concord's December financial report after the meeting found some discrepancies in the year-end numbers, some of which may be a result of the difference in accounting method (Concord uses the accrual method), and she contacted Concord about the discrepancies in insurance, common area repairs and maintenance and these 3 discrepancies and the errors have been corrected. Kathie also prepared a year-end report listing income and expenses as shown on the monthly bank statements, more for her interest than anything else.

4. Approval of CIA Dues for 2024: Due to the Board approval of the dues we will continue to receive information regarding local issues as well as changes in laws and other information important to conducting HOA business.

Respectfully submitted, OREHOA Board of Directors