



**Oak Ranch Estates Home Owners Association
Supplemental Information from Board Meeting of
January 16, 2023
APPROVED March 23, 2023**

Open Discussion

Shared with new Board President Christina Castro the purpose of Open Discussion is to allow items that are not on the agenda to be heard. Topics may be presented by Board members or by homeowners attending the meeting.

2. Committee Reports:

Architectural: No new applications have been submitted.

Common Area: Overall the Common and Corral areas held up during the heavy rains. One of our residents, Dave F., agreed to walk the trails periodically and report any issues. After the big storms he noted that water was flowing very strongly and widely in the creek on the south side of Sunset. On the north side of Sunset heavily flowing water had started backing up at the culvert but some unknown person worked to drag away branches to reduce the clog and placed one big branch across the trail. Homeowner Kevin L. cut that branch and moved the debris to a portion of slope to help control erosion. Kathie walked there last week and confirmed water is flowing but one large tree trunk up against the culvert grate should probably be cut up and removed once the rainy season is over. See Maintenance below.

Corral Area: Because of potential tree and mud damage in the Corral area, one owner has been parking her horse trailer on Ridgeline to avoid trees/branches falling on it and to avoid her trailer getting stuck.

Website: Pat has emailed our website designer regarding needed 2023 updates and reviewed documents in the Archive Folder; it was decided that 2019 Minutes and Supplements in this folder would be deleted.

General Business:

1. Common and Corral Area Maintenance Items: After CREW completes the work started on December 15 additional work may be needed to the trail that may entail bringing gravel down by wheelbarrow to the area. Raul K. investigated the electrical system in the corral area that wasn't working properly and made a temporary fix by putting receptacles and lights on the same circuit resulting in the need for the light switch at gate to be turned on for both lights and receptacles to work. Kathie will contact an electrician once the rain stops. Homeowners worked arena entrance to control erosion: Kathie by digging another trench and laying a railroad tie to divert the water off to the side and Corral Chair Carol T. by initially placing small rocks to help contain the sand in the arena and then plans to also place sand bags there. In late December an oak tree fell parallel to water district fence behind the upper sheds resulting in no shed damage. Kevin L. also cut away branches that were close to the wash rack and these materials will be chipped in the spring.
2. Reserve items: We may need to do an electrical system update as it is very old and the buried metal conduit is corroding. This may mean digging up the old conduit and possibly building new trenches for the new conduit.
3. Update/Revise CC&Rs and Bylaws: Attorney Long made a strong recommendation that provisions that are subject to change, i.e. requirements regarding Animals, Signs, Satellite Dishes, and other similar provisions, be placed in the Rules and Regulations (easier to amend when Legislative changes are made) and not in the CC&Rs (other than to authorize such rules) and that because it has been almost 25 years (1999) since we last updated the original documents of 1978 that we may want to consider starting with a "modern model set" of CC&R's and modify it to the unique features of our association. The Board is exploring these options (and possibly a model set for Bylaws) in terms of cost and time requirements. Once these documents are complete, have been through homeowner review and approved by the majority of homeowners we can explore automatic linking of provisions in the CC&R's with the applicable Rules when accessing them on the website.

4. ADU Rules: Kathie reported no owners commented on the draft. The document is approved as is and takes effect immediately. It will be posted on the website under Resources.
5. Annual Year End Disclosure Report. Concord sent out the hard copy document in November via U.S. mail without Board review and several errors were found after receipt. Owners with email were notified of corrections and owners without email were supposed to be sent corrected pages. The corrected report has not yet been sent to the Board but once received it will be posted to the website.
6. CCAS Issues: The transition to Concord Consulting and Association Services has been rocky. Kathie and Pat are still learning their on-line accounting system but have been diligent in reviewing invoices to be paid and identifying errors before checks are printed. We have not been getting the reports we are used to as there is an issue with translating previous report setup into their system. Coupon books for 2023 finally were sent out in late December but the late fee date is wrong: the coupons state that the late fee will go into effect on the 15th however our CC&Rs state late fees apply if the assessment is not received by the 30th. Additionally, the payment amount was incorrect for one homeowner.
7. CC&R Violations: Communication has been ongoing and work is progressing on clean up of one lot: a fallen dead tree, two horse trailers and one RV have been removed and a small section of damaged fence has been repaired. One RV remains as do rocks and large piles of dirt. Written notice of remedy is in process.

Financial Business:

1. Account balances for November 30, 2022: Operating checking -\$24,742.24 \$; Reserve checking - \$31,745.50.
Account balances for December 31, 2022: Operating checking - \$22,987.23; Reserve checking - \$32,371.34.
There were no issues with either of the statements, though the Operating checking is \$186 less than it should be due to one owner's fourth quarter delinquency. No payments to SCE have been made for the last couple of months because an overpayment earlier in the year has left us with a credit. At a previous meeting we discussed discrepancies in the September and October bank statements. Kathie is hoping that financial reports for September and October, when received, will clarify where these discrepancies occurred.
2. Financial Reports. Nothing yet from Concord although since Kevin L. used his own system that tracks expenses against budget we know the amount of funds available in each line item. Kathie was oriented by Kevin and is continuing on with detailed record keeping to compare against information to be received from Concord. The general ledger numbers that we use are at variance with what Concord uses, however, Concord has changed their numbering system and Kathie will change our numbers to match theirs once she gets the updated list from them.
3. Year-end summary: Total operating expenses for 2022 were \$29,562. This is \$5,286 less than budgeted because although expenses in several line items were over budget other items were under budget. Line items that were more than budgeted include insurance premiums (\$100), monthly management fees (\$1,000), extra services including postage and reproduction costs (\$200) and weed abatement (\$840). Reserve expenses in 2022 totaled \$2,600 for new corral stall fencing.
4. CAI Dues. Pat will continue as the point person to receive information from this organization.

Respectfully submitted,

Board of Directors