



Oak Ranch Estates Home Owners Association

Board Meeting Executive Session July 9, 2025:

The Board discussed and confirmed compliance and successful resolution of a property issue. Delinquent accounts were reviewed and next steps to seek collection were discussed.

Board Meeting Minutes August 27, 2025

APPROVED 9/17/25

Attendance: Board Members Jessica Oemisch, Akop Bayalan, KC Collins; and two homeowners.

Open Discussion: Introductions of the board members and homeowners.

The Board meeting was called to order at 6:37pm at 600 Ridgeline Drive.

1. The Board reviewed the minutes of the July 9, 2025 meeting.

Revisions noted: replace "dues" with "Owner assessments" and refer to "ARC" as "Architectural Committee."

Motion Made, Seconded, Passed (MMSP) to approve the minutes as revised.

2. Committee Reports; Architectural Requests.

Website: Chair Pat S reported 61 hits; no further updates.

Corral Area: Chair Carol T is obtaining quotes for arena sand after consulting schools and stables regarding proper sand type, and suggested delivery and installation options including professional contractors or homeowner volunteers. KC shared additional sand quotes she had obtained.

Common Area: Chair Kathie K reported no new updates. KC reported she had inspected irrigation following a high May water bill and discovered a couple issues of concern, both of which were not the cause. However, the main shut off valves to unused stalls have been shut off until repairs can be made. KC also addressed a non-homeowner using an electric saw to cut firewood from a felled tree on common property; the individual was instructed to refrain from further work due to liability and trespassing concerns until the Board had a chance to meet and discuss further.

Firewise: Chair Jessica O reported no current updates; committee will meet in coming months to review the three-year plan.

Architectural Requests:

One request received to install a new play area partially visible from the street was approved.

3. Presidents Report:

- Jessica O reports that due to an unintentional late notice of the board meeting that was scheduled for the prior week was rescheduled with seven days notice to homeowners for the new meeting date to resolve the issue and be in compliance.
- She is waiting on one quote to till and drag the arena only to help the board decide on how to move forward with the corral area maintenance.
- It has come to the board's attention that HOA is encountering a possible liability issue with the use of volunteers on common area property, and suggests investigating how the HOA is covered and if we should acquire releases of liability for volunteers, especially non-homeowner volunteers/workers, which would be applicable to animal caretakers on common/corral area property as well.
- Jessica would also like to add a discussion item under new business regarding setting standards for how board members and/or committee chairs interact with homeowners and their properties.



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4. Treasurer's Report and Acceptance of Prior Bank Statements and Financials Report by Emmons.

Akop reports that there is a significant number of past due accounts for the third quarter, with two that are two quarters behind. He feels some of this may still be a disconnect with the new management company and homeowners receipt of statements/past due notices or use of the homeowner portal to review their accounts. Homeowners should expect fourth quarter assessment notices in mid September and will be due October 1 (late October 31).

Bank statements and financial reports by Emmons for June and July were reviewed.
MMSP to accept these bank statements and financial reports for June and July, 2025.

5. Unfinished General Business

The Board reviewed the second draft of the reserve study and discussed the possibility of recategorizing, consolidating and/or removing certain outdated items, with the goal to ensure the study remains accurate and relevant, and in an effort to limit increased costs in homeowner assessments.

Action item: Board will request a third draft based on several discussed revisions.

6. New General Business

a. Board Members Elections, Nominations.

Annual meeting and required election of board members set for November 20. No nominations received.

Action item: Board will continue to contact homeowners directly and plans to send detailed notification to all homeowners explaining consequences of no board member volunteers for the HOA.

i. Appoint an Inspector of Elections.

A homeowner agreed to act as the Election Inspector for the secret ballot board member election.

MMSP to appoint Pamm D to fulfill the position for the upcoming election.

b. Common and Corral Areas; issues, general maintenance.

i. Corral Area Water Leak, VRWD Bill and Leak Relief Form

The May water bill of \$505 was addressed and a Leak Relief Request submitted with the water district; the excessive usage was not deemed as a "leak" but a \$79.83 credit was granted. Suggestions were made that each hose be outfitted with an automatic shutoff nozzle and post signage at spigots indicating a reminder to close shut off valves, as well as to keep main shut off valves closed to spigots that are not in use, such as the ones at empty stalls.

c. Landscape Maintenance Quotes, Discuss.

Several quotes for monthly landscape maintenance were submitted for board review and discussion.

Action item: Board will take quotes under further review and budgeting before taking any action.

d. Budget. Begin Review and forecast.

The board confirmed that the approved budget and reserve study are due mid-October to Emmons for their preparation of the final budget and projected assessments to provide to homeowners for 2026 year. Discussion regarding what will need to be increased and what can possibly be cut or reduced.

Action item: Akop will create a draft budget for board review at the next meeting.

e. Release of liability waivers.

The board further discussed the use and validity of Waivers of Liability for non-homeowner volunteers working in and on HOA common/corral areas.

Action item: Jessica will research whether the HOA currently has waivers, and if not, determine the steps required to obtain them, so the HOA can approve potential volunteer work in the common areas.



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f. Management Company; issues, if any. None reported or discussed.

g. Reserve items.

A suggestion was made that the excessive portion of the May water bill be treated as an unforeseen maintenance cost and paid from reserves to avoid impacting the operating budget. After discussion, the Board consensus was to take no action, and a note will be made to the item on the operating budget.

h. CC&R/Rules violations, if any. None reported or discussed.

i. Legal items; if any. None reported or discussed.

j. NEW: The board discussed setting standards for how board members and/or committee members interact with homeowners and their properties; General discussion.

The next regular Board meeting is set for 6:30pm on September 17, 2025.

The Board adjourned the meeting at 8:56pm; and the Board went into Executive Session to discuss delinquent accounts.

Respectfully submitted, Board of Directors