



**Oak Ranch Estates Home Owners Association  
Supplemental Information from Board Meeting of  
November 10, 2021  
APPROVED January 21, 2022**

Open Discussion

One home is currently for sale.

1. October Minutes: Manure collection fee for 2022 was mis-stated. Manure collection fees will not be \$112 per month but be \$37.50 per month (rounded to \$113 per quarter) per horse. In addition, new language will be added as follows: Monthly Reserve contribution in 2022 will be \$302 per month, which is considered a cash-flow contribution, the minimum recommended by J.D. Brooks. To bring our yearly contribution to the amount we would have contributed had we chosen the deficit-reduction contribution of \$355 per month, we plan to make a year-end contribution in 2022 of \$636. The information included in the Supplemental Info for October will also be revised to reflect these changes and clarify that we selected the lower monthly reserve contribution due to our efforts to not increase monthly owner assessments in 2022.

2. Committee Reports:

*Architectural:* One application for re-roofing with similar material and one application for front yard landscaping remodel were received and approved. One application for a complete landscape installation is under review.

*Common Area:* The gardener continues to come twice a month although he has been given his notice and will work through November, after which time volunteer owners will be recruited to take on the tasks. No trees have fallen.

*Corral Area:* Nothing was reported.

*Website:* Pat reported that our Facebook page has been removed. She will attempt to create a new page after November 20 that will refer to our website. On the website Pat will have created a 2021 Archives section into which she will start moving documents in January. Information clarifying how best to refer to our CC&Rs and Bylaws will be added both on the Announcements page and in the Governing Documents and Rules section. The CC&Rs and Bylaws currently in use by OREHOA were adopted in 1999. Since then, some California Civil Code (CCC) section numbers have changed, language in some CCC sections has changed and new section numbers have been added often as a result of new legislation. Rather than re-write the CC&Rs or Bylaws every time there is a change, which is costly, Code allows HOAs to create new rules that refer to these changes. It can be misleading to read only the CC&Rs and Bylaws and assume that is the current language. Reference must also be made to the other rules on the website, primarily Rules and Regulations, Accessory Dwelling Units Rules, Election Rules and Architectural Committee Landscape Rules. These rules note which sections of the CC&Rs or Bylaws have been changed or clarified. The Board agreed to put on a future agenda to discuss options for revising our CC&Rs.

General Business:

1. Common and Corral Area Maintenance Items: Kathie reported she will contact CREW early next year to work on the steep sections after we have received more rains that soften up the soil. Once the gardener stops coming, it will be up to volunteer owners to do the work to keep our neighborhood looking neat where our common area abuts the streets and sidewalks plus areas in the corral area. Kathie provided a list of tasks and a map showing areas of work. There are a few ways to divide up the chores. For example, one option is to ask for volunteers to "adopt" a section. They would be responsible for weed whacking, blowing, sweeping, and trimming of shrubs and trees in their area, with guidance from Kathie. Another option is to have individuals take on a specific task. For example, Kevin does weed whacking and we solicit help with raking and sweeping or blowing; Kathie does pruning of shrubs and trees and we solicit help with picking up branches and putting in barrels; and Pat sweeps sidewalks and gutters with help gathering materials. Some horse owners have been doing weed whacking or trimming in the corral area. More horse owners

could take on tasks up there. We will get the word out soliciting volunteers and would like to have a meeting of all those interested in helping out some Saturday afternoon in December.

2. Reserve Items: No update on replacement corral panels. There is no urgency now as we have several vacant stalls.
3. Corral Area Rules Revisions: No comments were received for rules sent out for owner review September 26. Revised rules were adopted and are effective 11/10. They will be sent out to horse owners for signature.
4. Rules and Regulations Revisions: No owner comments were received for rules sent out for owner review October 3. However, ASV commented that under Rule 9 Enforcement Procedures we can't use the term "processing fee". The text should read: First offense (or first notification), written notice and \$25.00 fine. Revised rules were adopted and are effective 11/10 (although the \$25 fine will not be charged until January 1, 2022). To minimize costs, the Board typically makes contact with the offending owner in person or via email to request the owner correct the violation before turning the issue over to ASV for further action if the violation has not been corrected.
5. Collection Policy Revision: It was reported in October that the Board wished to increase the late fee to \$10 and the collection fee to \$15 to cover costs. After review, ASV commented that because our CC&Rs state our late fees are \$5 per month we must stick with that (for some reason this is one item that can't be changed thru other documents). However, we can charge a \$10 collection fee (up from the current \$5). So with both fees we will be covered for the actual cost of ASV's late notice mailings of \$15. This change is adopted 11/10/21 effective 1/1/22.
6. Annual Meeting and Election: Pat reported that as of today ASV has received 15 signed ballot envelopes and 6 unsigned ballot envelopes. She will collect all envelopes on Friday to bring to next week's meeting. Pat will try to contact those who did not sign to have them sign their outer envelopes so their votes can be tabulated on November 16. The group discussed topics to be included in Pat's report on the state of the association. Owners will be asked to sign up to serve on Committees.
7. ASV Issues: The Annual Report will be finalized this week and provided to all owners.
8. CC&R Violations: None were noted.

#### Financial Business:

1. Account balances for September 30, 2021: Operating checking - \$18,558.83; Reserve checking - \$30,267.97. No discrepancies. The water bill has dropped to a more normal \$45.  
Account balances for October 29, 2021: Operating checking - \$19,830.76; Reserve checking - \$30,609.48. Statements were provided after the meeting so Kevin was not able to review and report; he will at the meeting following the annual meeting.
2. Financial Reports. There is a discrepancy in the reporting of the corral security deposit account. It shows a balance of \$600. Since we currently have 4 horses it should show \$800. Kevin will research whether we didn't collect a deposit from one owner or refunded a deposit to an owner when we shouldn't have. Our operating account balance is not as high as it should be as the delinquent assessments as of November 8 total over \$3,600. We continue to pay costs for photo copying, labor and postage to send docs to those owners who have not provided email addresses.
3. Currently 5 owners are delinquent in paying assessments and fees. The Board would like to suggest that if owners are having difficulty in paying the quarterly rate of \$186 that they at least send in \$62 each month; a few owners already do this. If the payment is received before the end of the month there are no late fees. Some owners pay in advance for six or even 12 months so as to not have to remember each quarter to pay. Owners are reminded to send in their payments early in the month. Payment may not be recorded in a timely manner due to post office delays and bank delays in posting.

Respectfully submitted,  
Board of Directors

For any HOA concerns please contact Association Services of Ventura at 805-655-7786. You will be asked to leave a message detailing your issues and a return call will be made to you to provide information or discuss.