



**Oak Ranch Estates Home Owners Association  
Supplemental Information from Board Meeting of  
March 18, 2022  
APPROVED May 20, 2022**

Open Discussion

One owner described two recent instances of homeless individuals confronting home owners near the barrancas off of Sunset. Owners are asked to be alert and to make a police report if they observe suspicious activity.

2. Committee Reports:

*Architectural:* Pamm D. reported an application to repaint a house with different colors was approved. The new owner of a large lot submitted a preliminary application some months ago to install fencing, a wrap-around deck, fix irrigation, add planting and add a storage building. The actual fencing installed is different than approved but is acceptable to the AC; the owner also removed temporary chain link fencing. The deck is under construction although a storage space being built under the deck is new (the owner will be asked to submit to the AC the plans that were submitted to the County for permits). It is believed the existing metal storage building will be removed once he has completed the below-deck space. All owners are reminded to submit complete applications well in advance of construction so the committee members have time to review the drawings and product samples. In cases where an owner submits plans to the County for permits and the County requires changes, the owner needs to re-submit drawings to the AC if the County's changes affect the appearance of the project. The CC&Rs also require the AC to inspect a project after it is complete for conformance to approved plans. The application form will be changed to allow for sign-off of completed projects.

*Common Area:* See Maintenance below.

*Corral Area:* Fly predators were released last week and it already seems to be keeping the flies under control. Kevin signed the form to reimburse Amber C. \$292.25 for purchasing the predators. One owner present had several questions about using the corral area as she may bring in one or two horses within the year. We discussed weed abatement, pasture and stall conditions, costs to horse owner, and responsibilities of horse owner and HOA (explained in Corral Area Rules).

*Website:* Pat reported that she has not yet created a new Facebook page and it may not be necessary. The link to our new website comes up when you search for Oak Ranch Estates.

General Business:

1a. Common Area Maintenance Items: Kathie reported that besides Board members, one other owner and resident expressed interest in assuming gardening tasks when they met on January 30. Those present divided up the tasks. Kevin will take on weed abatement while Kathie and Pat will take on shrub pruning. One resident (Dave) is experienced in trail work and walked with Kathie and Kevin to point out all the work he has done over the last several months between Ridgeline and Almond to widen and level the trail, where he fixed erosion problems and where two sections need to be reworked. The sections Kathie had thought needed to be re-worked are in pretty good shape now due to the work Dave has done. He pointed out that a section of trail down from Almond just before it crosses the creek is narrow and steep (he had already worked in the creek bed to clear out accumulated debris and move large boulders to get the creek back in its correct course). CREW came out to widen the trail in February; cost was less than anticipated. Then Dave worked to reinforce the creek-side edge with rocks. Another area to re-work later is just down from the switchback trail below Sunset where organic material has built up and re-routed the creek causing trail erosion. This will take some brute labor to clear out. We can contact CREW to do the work in summer/fall before the next rainy season. Two oak trees that have fallen (one near the Almond trail head and another just down from Ridgeline) are not blocking the trail but the branches with dead foliage need to be cut and hauled out by end of April. CREW will perform the annual weed abatement during the second week in May.

- 1b. Corral Area Maintenance Items: Kathie reported that a water leak was reported last month. It was discovered that an old hose valve was unable to be shut off properly. A new valve was purchased and replaced by a volunteer owner. Kevin signed the form to reimburse Raul K. \$18.40 for purchasing the hose valve. Kathie has pulled out grasses and weeds surrounding our young oak trees and rosemary shrubs and continues to water them.
2. Reserve Items: Kathie is waiting for prices from Watkins Fence to replace 3 corroded panels.
3. Website Extra Services. Pat had reported that although our website designer set up everything, Pat would like to learn how to do things herself so we don't have to pay Savoy Media for doing extra work. She thinks a one-hour tutorial would teach her everything she needs to be able to create new folders for 2022 and beyond and add photos. The Board approved up to two hours in case the tutorial requires more time than anticipated.
4. Election Rules. Although we no longer need to have an annual Board of Directors election if it is uncontested (i.e., there are three nominations for the three positions), we will still need to have an election with secret ballots every three years. This means that most of our Rules are still in effect. New language will be added to explain this. The revised Rules will be sent to all owners for the required 30-day review before being adopted. The annual tax resolution vote will take place at the annual meeting. If those present approve it the excess income will be rolled over into the next year.
5. Update/Revised CC&Rs and Bylaws. The Board discussed the logistics of revising our Bylaws and CC&Rs. We want to bring the language up to current laws and Civil Code and incorporate language currently in separate Rules and Regulations, ADU Rules and Election Rules. The Board intends to have several meetings to discuss different sections of the documents to create draft documents. Once the Board is satisfied with the new documents they will be sent to the attorney for review to make sure our language is acceptable and for him to let us know what needs to be changed. Although we did not budget for this review, our operating account is sufficiently funded to absorb the cost. Final drafts will be sent to all home owners to vote on whether to accept the new versions.
6. CPA Draft Compilation Report. Kevin reported that the figures in the Reserve account looks good. He had some issues with the Operating account where the figures in the financial reports are slightly different than those in the CPA's report. He learned from ASV that they use adjusted journaling entries, in which some figures carry over from one year into the next. He now feels that the CPA's figures for 2021 are correct and he feels confident in understanding her report.
8. CC&R Violations: Some owners continue to start projects without first receiving Architectural Committee approval; the procedures are spelled out clearly in the CC&Rs and the application form spells out what documents must be submitted for the committee to be able to evaluate the proposed project for conformance with our neighborhood standards. The owners will be reminded of the procedures and if the violation occurs again the Board may initiate formal enforcement procedures.

Financial Business:

1. Account balances for January 31, 2022: Operating checking - \$30,671.93; Reserve checking - \$31,595.04. The \$29 gift card has cleared.

Account balances for February 28, 2022: Operating checking - \$32,746.31; Reserve checking - \$31,897.52. A voided check issue has been resolved.

2. Financial Reports. The January financial reports are good. The February operating report reflects a \$6 fine paid to SCE due to the auto debit not going thru because of the change in banks when the routing number didn't get changed.

3. There is a discrepancy in the reporting of the corral security deposit account which is \$200 less than it should be. One owner reported she thinks it might be related to a horse brought on in 2007 to replace one that had died, but she's not sure. Other owners also brought in horses to replace others and the records do not provide sufficient evidence to indicate how and when the discrepancy occurred. The Board agreed to write this amount off and adjust the corral deposit to \$800 to reflect the four horses currently housed in our corral area.

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.