



Oak Ranch Estates Home Owners Association  
Board Meeting Executive Session

The Board discussed delinquent accounts and a property issue on March 26 in executive session

Oak Ranch Estates Home Owners Association  
**Board Meeting Minutes of May 23, 2024**  
**Approved July 16, 2024**

Attending:

Board members C Howard, Pat Stone, and Kathie Kottler and 8 homeowners.

The President called the Board meeting to order at 6:35 pm at 603 Ridgeline Drive.

Open Discussion: Kathie read a prepared statement regarding the Board's position on granting an easement to the owner of property at 217 Sunset Street. Several homeowners spoke regarding this issue. See Supplemental.

1. A motion was made, moved, seconded and passed (MMSP) to approve the Minutes of the Board meeting of March 26, 2024.
2. Committee Reports. See Supplemental for information on committee reports and below for action taken on several Committee items.

General Business (see Supplemental Information for further notes on items below):

1. Common and Corral Area Maintenance Issues. Discuss (1) Corona Tree Service for removal of branches from fallen oak tree and other brush removal, MMSP to approve invoice of \$2,900.
2. Firewise Community Committee request to provide no more than \$100 to cover refreshments and supplies for the community outreach educational meeting on May 25, 2024. MMSP to approve the request; Committee member to submit the reimbursement form.
3. Reserve items. No action taken.
4. Legal Issues: No update on the CC&Rs and Bylaws review by the selected attorney as the property issue noted above required resolution. MMSP to approve granting an exclusive use easement, with conditions relating to use and liability, of a portion of HOA common area adjacent to 217 Sunset to that owner. The Board is granting this easement per its authority under California Civil Code 4600 to do so as two conditions have been met. They are: To eliminate or correct encroachments due to errors in the construction of any improvements and to transfer the burden of management and maintenance of any common area that is generally inaccessible and not of general use to the membership at large of the association. MMSP to approve two invoices for \$180 in March and \$2,376 in April for legal advice, preparation of the easement and correspondence with the property owner's attorney.
5. CPA Annual Compilation Report for 2022 was received and reviewed. MMSP to approve the invoice of \$900 for document preparation services.
6. Concord Consulting Issues. MMSP to approve extra charges for March of \$125.84 and April of \$53.22.
7. The Annual Association meeting will be held on Tuesday, November 12 at 7 pm. Board of Directors nomination forms will be mailed out in mid-July.
8. Review of JD Brooks proposal for the financial analysis-only Reserve Study proposal. MMSP to approve invoice of \$380.
9. Review invoice for Directors & Officers insurance and liability insurance. The agent was unable to contract with our long time carrier, Farmers Insurance, but obtained coverage through other companies. MMSP to approve invoice of \$6,286, which is due May 27, with a request to try and obtain a lower rate.
10. As no homeowner comments were received during the 30 day review, MMSP to approve the Corral Area Rules and Operating Rules and Regulations, both to be effective May 23, 2024.
11. CC&Rs/Rules violations. No action taken.

Financial Business (see Supplemental Information for further notes on items below):

1. Bank statements for March and April 2024 were discussed. MMSP to accept these statements.
2. The Financial reports for March and April 2024 were discussed. MMSP to accept these reports.
3. Treasurer's Report. We are at or under budget in all areas except Legal due to an unknown and unbudgeted issue and subsequent expenses when the budget document was finalized last year.

*No Executive Session was held.*

Respectfully submitted, Board of Directors

Date of the next Board Meeting is Tuesday July 16, 2024 at 10 am at 603 Ridgeline Drive.