



**Oak Ranch Estates Home Owners Association
Supplemental Information from Board Meeting of
November 7, 2022
APPROVED January 16, 2023**

Open Discussion

Pat reported she has received a few calls from people outside our neighborhood inquiring about renting stall space in our corral area. Our CC&Rs prohibit this and the Board does not wish to change that due to concerns over liability and lack of enforcement ability for any issues that may arise.

2. Committee Reports:

Architectural: No new applications have been submitted.

Common Area: See Maintenance below.

Corral Area: See Maintenance below.

Website: Pat reported she confirmed our domain name through GoDaddy is paid through 2023 and our hosting service thru Wiix is paid through 2024. She will contact our web designer in December to have new folders set up for 2023 and to move files into Archives.

General Business:

1. Common and Corral Area Maintenance Items: Jorge from Corona Tree Service came a few weeks ago to cut and haul away dead branches alongside the corral area drive, branches alongside the Sunset sidewalk and the speed limit sign, and cut down a dead tree close to an owner's fence. Pat intends to try to clean off corral fencing and dirty signs, and install decals with the new post office box on the signs. Kathie trimmed the acacia shrubs back from the horse tie rack area. After the rain Kathie intends to work up by the arena entrance to control erosion; Pat and Kevin will help. Kathie inquired if we want to get CREW out here to work in the barranca down from Sunset to clean out overgrowth and correct the creek location to reduce erosion; the Board agreed to do so. She inquired about trail inspections since the owner who used to report on fallen trees or overgrown shrubbery is no longer riding our trails. The Board will ask one of our residents who has worked on the trails in the past if he want to take this on.
2. Reserve Items: The most likely future items will be repairs to the electrical or water systems. Kevin reported that one roof support at the upper groups of two stalls was re-installed incorrectly when the new panels were installed. It will need to be fixed before anyone puts a horse up there as it could be a problem.
3. Update/Revise CC&Rs and Bylaws: The Board met on September 29, October 14 and 20, and November 4 to finalize changes. Since April we have met 13 times, usually for two hours, with Kevin acting as scribe to document the proposed changes. The documents are now ready to go to an attorney for review. Pat had contacted two attorneys, and based on cost and responsiveness we have chosen to use Robert Long, who served as the ORE attorney for many years several years ago. He quoted a fixed price for the initial review and an hourly rate for work beyond that. Once his revisions have been incorporated into the documents a package will be sent to all owners for a review and comment period. It is likely we will hold a special meeting with all interested owners to address any comments or concerns expressed. Then final documents will be created for owners to vote on.
4. Annual Meeting and Election: Agendas for the November 15 annual meeting and special meeting of the new Board have been sent out. In addition to the vote on Directors, we usually vote on the IRS ruling 70-604 to roll over excess funds into the following year to avoid taxes. Kathie had been told by our previous management company that a vote could be taken by those present at the meeting but we have since learned there needs to be a quorum of owners to take a vote. Our current management company told us we may only have to vote every other year, depending on if our CPA completed a certain form (1120-H). Kevin will contact J. Jimenez to see if this is the case; if not we will have a special meeting to vote on this one issue before December 15. [After the meeting we learned that although Form 1120-H was previously filed, Ms. Jimenez recommends we take a vote each year.]

5. Budget for 2023: Kevin presented his final figures at the meeting on September 29 and the Board approved his numbers. In order to keep the assessment increase to a minimum, an allowance for inflationary increases to some line items were kept low. Our Operating fund is healthy and we can absorb exceeding the budget to some degree. Similarly, because our Reserve fund is healthy and we have no plans for further improvements we can reduce our monthly contribution from the Operating fund to well below that recommended by J.D. Brooks (\$120 rather than \$316). Owner assessments will be increased by \$18 per quarter from \$186 to \$204, a 9.7% increase. Corral shed rental fee will remain the same and corral stall fee will be decreased from \$126 to \$108 per quarter (total cost for stall and shed \$150/quarter). The Budget will be included as part of the annual year-end disclosures report and posted on the website.
6. ADU Rules: Despite frequent reminders over several months, we have heard nothing from the attorney regarding his review of our revised ADU rules. Pat will give him a call and if he is unable to perform the review we will ask Mr. Long to do so. [After the meeting Mr. Dunlevy responded to say he could complete his review by November 11.]
7. Architectural Committee Project Forms: Kathie had presented to the Architectural Committee and Board members a revised draft for review. After discussing the various opinions it was decided to call the new form "Architectural Committee Project Review". This is to be used by an owner when their approved project is complete so the Committee can confirm the work was installed as approved or the modifications approved. The revised form (actually the second page of the Architectural Committee Project Application form) will be posted on the website.
8. Annual Year-end Disclosures. We have still not received this report from Concord. If it is not received by the date of the annual meeting, we will contact them again to determine a timeline for Board review prior to it being sent out to all owners by November 30.
9. CCAS Issues: The transition from ASV to Concord has been more challenging than we had hoped as we aren't getting the reports we had expected or answers to our questions in a timely manner. They tell us there's a lot to do to translate ASV's accounting system into theirs. Pat and Kevin are learning the new on-line accounting system. Fortunately Kevin had set up his own financial monitoring system and is keeping track of our expenses against budget line items. We believe that payment coupons for 2023 assessments and fees will be sent out in December, although it is likely Concord will transition to electronic billing.
10. CC&R Violations: Work is slowly progressing on cleanup of one lot. Some lots still have not cleared away their dead trees and plants.

Financial Business:

1. Account balances for September 30, 2022: Operating checking – \$24,017.15 or \$23,984.84; Reserve checking - \$31,110.63 or \$31,114.49. Account balances for October 31, 2022: Operating checking - \$26,033.05; Reserve checking - \$31,425.79.

There are problems with the September statements, the transition month when the old accounts were closed and new ones opened. There is a \$70 discrepancy in the Operating account, some known payments don't appear on the statements and no Reserve transfer was made. The October statements appear to be correct. No provision was made for approval via signature. Kevin will contact Concord to request that if the fund transfer was not made in September, that it be made in November so that by year-end we will have contributed the yearly amount we should, based on J.D. Brooks' report.

2. Financial Reports. Concord provided no financial reports. The new Treasurer will need to keep accurate records to compare against info from Concord.

Kathie thanked Kevin for his valuable contributions to the Board over the last few years. In addition to his hard work as Treasurer diligently monitoring our finances, his input during meeting discussions has been insightful. He will be missed. Pat concurred.

Respectfully submitted,
Board of Directors