

LIVING IN SEVEN OAKS HOA #1

Welcome. We hope you find this information useful. Even if you've been here a while, we encourage you to read this information. You might discover something you didn't know. Note that this is an overview of aspects of living in HOA #1 and is not a governing document and should not be used as such. The Board of Directors for Seven Oaks Homeowner Association (HOA) #1 would like to introduce you to aspects of our community. In addition, we encourage you to familiarize yourself with our Covenants, Conditions & Restrictions (CC&Rs) and Bylaws governing documents posted on www.7oaksrb.com. Please note that our CC&R's require all homeowners to provide name, phone, and email information for themselves and tenants if the condo is rented, to our property management company, Packard Management Group, Attn: Kara Hanley, Community Manager sevenoaksone@packard-1.com or (858) 277-4305.

Who We Are. HOA #1 consists of 60 condominiums in 20 triplex buildings located on Santiago Road East, Meandro Drive, Meandro Road, and Meandro Court. We exist within the larger Seven Oaks community comprising 410 condominiums and 1349 single family homes. The condominiums are divided into five Homeowner Associations. The Seven Oaks Community Center, located at 16789 Bernardo Oaks Drive, serves as the hub for all condominiums and homes. The Center offers a variety of amenities to include a lap pool; library and video lending; book clubs; woodworking shop; ceramics and jewelry crafting; gym; table tennis; billiards; lectures; dance lessons; karaoke, pickleball courts, and more. You can access the Community Center from HOA #1 by way of the interior walkways leading to a pedestrian bridge. Seven Oaks Community Center requires all residents to register for membership at the Center and to verify residency and contact information every year. For more details, please contact the Community Center office at 858.487.4058.

HOA #1 sits centrally located to a variety of shopping, dining, and professional services to meet your needs, including Albertsons, Sprouts, Vons, and Barons markets; great restaurants; salons; gyms; veterinarian clinics; and, medical and dental facilities. Close by you will find Costco, Home Depot, Lowes, Trader Joe's, Target, and more.

Governance. HOA's are California Corporations governed by California's Davis-Stirling Act. Each HOA has its own governing documents comprising the Covenants, Conditions and Restrictions (CC&R's), Bylaws, and Rules and Regulations. All owners, tenants and guests must comply with the governing documents. An elected Board of Directors (Board) represents the Association made up of the condominium owners. Currently there are six Directors. Only owners can serve as Directors and only owners can vote. Directors serve two-year terms. Terms are staggered, so an election is held annually in June. Each Board elects its officers. There are no term limits. All Directors are unpaid volunteers. Board members and terms:

Sue Anderson 2023-25

Garry Jennings, Secretary & Treasurer 2022-24

Gary Gardner, Vice President, 2023-25

Judy Neal, 2022-24

Rocky Swingle, President 2022-24

Marty Katz 2023-25

Governing Documents. The governing documents, our Covenants, Conditions, and Restrictions (CC&R's), Bylaws, and Rules and Regulations of Seven Oaks Management Corporation Number One can be found at the Seven Oaks Community website: www.7oaksrb.com.

Fiscal Concerns. The *source of income* for HOA #1 is monthly dues paid by the 60 condominium owners. The Board creates an annual (calendar year) budget and sends it to owners each November as part of the Annual Disclosure. The budget includes monthly dues plus anticipated expenses in various categories. *Operating account funds* are for expenditures necessary to operate the Association such as landscaping, management fees, irrigation water bills, insurance payments, etc. *Reserve account funds* are used for the repair, replacement, or maintenance of major components of the Association. The *Reserve Account* is funded by monthly contributions from dues. California law requires an annual reserve study to determine adequate funding of the *Reserve Account*.

Property Concerns. There are a few important terms related to ownership:

Separate Interest. Each owner owns the interior of his/her condominium, known as their "separate interest." Owners are responsible for maintaining and repairing everything within their separate interest. Homeowner's insurance is required. Owners may make physical changes to their separate interest without HOA approval.

Common Area. The HOA owns everything outside owner's separate interest and, with some exceptions, is responsible for maintenance and repairs, including building exteriors, landscaping, roofs, etc.

Exclusive Use Common Areas. Some parts of the common area, adjacent to a condominium, may be

used only by owners of that condominium. Examples include porches and patios. Physical changes to common areas and exclusive use common areas by owners require Board approval. Maintenance and repair responsibility may be affected by changes to these areas. See CC&R's for details.

Property Management. HOA #1 employs a property management company, Packard Management Group (PMG) effective November 1, 2023, to manage the affairs of the Association. PMG handles all financial issues such as vendor bill payment and collection of monthly dues. The property manager handles service requests, input from owners, and serves as a liaison between the Association and vendors like plumbers, landscapers, pest control, etc. The manager also provides professional advice on a variety of HOA issues.

Maintenance and Repairs. If you have a maintenance or repair request, please direct it to our property manager, Kara Hanley, at (858) 277-4305 or sevenoaksone@packard-1.com. It is also important to consult the *Maintenance Matrix* (CC&R's, pp. 54-59), a quick-reference guide to HOA and resident responsibilities for maintenance and repair. Complete an Architectural Improvement Form and submit it to PMG for common area or exclusive use common area changes such as patio enhancement, rain gutters, and satellite dish installment (available at 7oaksrb.com or from PMG.) The Board must approve changes made to common areas or exclusive use common areas.

Water. The Association pays for irrigation water (lawns and gardens). Homeowners pay for residential water via a contract with MeterNet, a submetering company (800-985-1179 or accountmanager@meternetusa.com to set up an account or for questions.) A substantial amount of grass throughout the community is being converted to low water use xeriscaping to reduce water costs. The cost of water has increased markedly in recent years and accounts for a significant percentage of the HOA budget.

Plumbing. Please respect our sensitive pipes and plumbing. Do not flush anything other than toilet tissue down toilets. Plumbers recommend a soluble bathroom tissue such as *Scott 1000* or *Angel Soft*. Flushing anything thicker than this can result in clogs and plumber bills. Sanitary wipes pose particular problems. Do not pour greasy substances down kitchen drains. Consider following a monthly maintenance regimen using three tablespoons of a Dawn type dishwashing liquid down the drain, allowed to sit, and rinsed with hot water. Use garbage disposals for small residue only. Responsibility for plumbing issues depends on the cause and where the problem occurs in the pipes. Contact PMG to request plumbing service (858) 277-4305 or sevenoaksone@packard-1.com. Have the technician detail the problem location, cause, and resolution, and include the length of the clean-out line on the invoice.

Use Restrictions. HOA #1 is a "Senior Citizen Housing Community" for permanent residents at least 55 years of age, with certain age requirement exceptions. Temporary residents, such as guests of residents, are allowed for not more than 60 days in any year. Only single family, residential use is permitted. Owners may lease their condominium. See CC&R's for additional information.

Trash and Recycling. The City of San Diego provides trash (black bin) and food waste and lawn trimmings (green bin) collection every Tuesday, and recycling (blue bin) every other Tuesday. Payment is included in property taxes. Residents must position containers at the curb in time for pick up. Trash receptacle areas will not be used for storage.

Storage. Personal items cannot be stored in common areas like carports, yards, walkways, etc.

Pets. We welcome pets. Pets must be leashed when outside. Pet clean-up is mandatory.

Parking. All vehicles must be operable. Vehicle storage is prohibited. Vehicles must be parked within the Project to ensure the following objectives: (1) access to living units by emergency vehicles; (2) adequate parking for visitors; (3) pedestrian and vehicle safety; and, (4) preserving the aesthetic quality of the Project.

Pests. The Board maintains a program of pest control to include rodent, termite, and bee and wasp management in certain parts of the common area (see CC&R's). Ants, mosquitos, and other insects/pests are not included with pest control. Homeowners are responsible for pest control within their separate interest.

Enforcement Policy/Fining Schedule. The Association has the right to enforce the Association's Governing Documents including but not limited to the Rules and Regulations and First Restated Declaration of Covenants, Conditions and Restrictions.

Internal Dispute Resolution & Alternative Dispute Resolution. Please consult our CC&R's.

Kara Hanley, Community Manager, Packard Management - sevenoaksone@packard-1.com or (858) 277-4305.
MeterNet (residential water bills) - 800-985-1179 or accountmanager@meternetusa.com.

HOA # 1 Governing documents, board meeting agendas and minutes, newsletters, and more - 7oaksrb.com.

Seven Oaks HOA #1 Board of Directors