

Meeting Minutes

Regular Meeting of the Board of Directors of the Rocky Ridge Properties' Owners Association

Meeting Date: April 6, 2021

Location: ZOOM Internet Meeting

Scheduled Meeting Time: 1:30 pm

Notice of Meeting: Bill (Yates) Bauder confirmed that he provided notice to the homeowners of the Board meeting in accordance with the requirements of the Association's Bylaws (e.g., by the means permitted by the Bylaws and with sufficient advance notice to comply with the Bylaws).

Attendance and Quorum: Yates patched into the ZOOM internet meeting from his office at the base of the Rocky Ridge hill. Board members Steve Dohrmann, Bob Schuchardt, Laura Bertone, Curt Sproul, Frank Pagliaro and Bruce Shepherd joined the ZOOM internet meeting from other remote internet connections. Accordingly, a quorum was present. Board member Nick Farwell did not participate. Homeowner Matt Howarth also joined the Zoom meeting through a remote internet connection. President Steve Dohrmann called the meeting to order at 1:35 pm.

1. **Approval of minutes of 2-18-21 Board meeting.** A motion to approve the minutes for the referenced Board meeting, in the form circulated in advance of the April 6, 2021 Board meeting, was made by Curt Sproul, with a second from Frank Pagliaro. The motion passed 6-0.

2. **Property Manager's Report:**

- Yates reported that he anticipates that all 31 of the currently available buoys will be assigned to homeowners this summer. Bob added that the TRPA has "continued" the process for potentially allocating more buoys to Rocky Ridge; though we applied for more, it now appears that the most additional buoys that we may receive is 6. Bob also reported that the TRPA currently anticipates awarding the additional buoy count on or shortly after April 19.
- Yates reported that he also has received applications which will cover all of the kayak spaces at the beach. Yates will explore the prospect of building more kayak storage spaces, but the board asked that the spaces be located in a place which does not encroach further onto the beach (such as behind the building). Yates will consider what is possible and report back to the board.
- Yates reported that Rocky Ridge has had a busy Spring season for bears – homeowners should take care to lock the waste bins in accordance with the posted instructions.
- The annual chimney inspections are on-going; the annual furnace inspections are complete. Yates anticipates a written report, but he already has received an oral report that there no major deficiencies.
- The gate lock at the beach will be installed next week. Yates will circulate instructions as to how to open the lock.
- Yates plans to do a major brush clear again this summer. He believes that undertaking these major clearing efforts every other year materially reduces fire risk.
- Our broker continues to work on the fire insurance that will apply after 5-15-21 (given that our current policy expires on that date). Yates will provide weekly updates to the board by email (reporting on the status of our fire insurance procurement efforts). The board determined to schedule the next meeting for May 11 (in lieu of May 18) so as to provide the board an opportunity to consider any potential fire insurance proposal.

- Although Rocky Ridge is busier than normal for this time of year, Yates does not anticipate opening the beach facility until May 15 (given that the beach building is being used for tools storage and, further, there is significant snow risk through early May).
 - COVID continues to impact use of the pools. Placer County currently is in the “red” zone, which imposes material constraints upon the number of people that can use the pools and hot tubs. For the present the board anticipates that the pools and hot tubs will not be opened until Placer County moves into a less risky COVID rating.
3. **CC&Rs Amendment.** Yates reported that he has received 59 ballots with respect to the amendment to the CC&Rs. The board determined that we should reach out to homeowners that have not voted to encourage them to vote. Curt moved, and Frank seconded, as follows:
- Bruce should prepare a short email from the board to homeowners that have not voted and encourage them to vote.
 - To provide further time for voting, the ballot submission deadline will be extended to April 30.
 - The board reserves the right to extend the submission deadline further upon the determination of the board President, but only to a date that is no later than May 29, 2021.
4. **Opening of Additional Bank Accounts.** The Association generally tries to keep its bank account balances below the federally insured limits. In recent months the balances have crept slightly above the maximum federal insurance. Accordingly, the board (through a motion made by Laura and seconded by Bob; 6-0 vote) approved the opening of additional accounts at additional banks, so as to keep the balance in each account below the insurance limits.
5. **2021 Election of Directors.** The board (through a motion made by Bruce and seconded by Bob; 6-0 vote) approved election procedures for the election of directors in 2021. 4 seats are up for election. Each of Laura Bertone, Frank Pagliaro, Curt Sproul and Bruce Shepherd indicated that they will run for re-election to these board seats. A notice with respect to the approved election procedures (substantially in the form attached) will be sent to the homeowners.
6. **Suggestions by Board members for future agenda topics (subject to change).**
- May 11, 2021: Discussion of fire insurance status
 - May 11, 2021: Discussion of TRPA buoy awards
 - May 11, 2021: Report from Yates as to potential new kayak storage possibilities
 - May 11, 2021: Discussion of status of voting on CC&Rs amendment
 - May 11, 2021: Discussion of the potential extension of the term for lease of the real estate office at the bottom of the hill.

Adjournment. The meeting adjourned at approximately 2:05 pm.

SCHEDULE FOR FUTURE BOARD MEETINGS (Subject to change):

- May 11, 2021 at 1:30 pm CA time (Location: Zoom internet meeting)[Note: This meeting replaces the meeting previously scheduled for May 18, 2021]
- July 13, 2021 at 1:30 pm CA time (Location: TBD)
- September 4, 2021 at 9:00 am CA time (Location: TBD)

SCHEDULE FOR FUTURE HOMEOWNER/MEMBER MEETINGS (subject to change):

- September 4, 2021 at 11:00 am (Location: TBD).

NOTICE OF ANNUAL ELECTION OF DIRECTORS (AND OF TIMELINE AND PROCEDURES FOR THE ELECTION)

Date of Notice: April 6, 2021

The governing documents for the Rocky Ridge Properties Owners Association call for annual elections for a portion of the seven seats on the Association's board of directors. The directors are elected through a vote of the homeowners within the Rocky Ridge development (each homeowner also is a "member" of the Association). Each director serves for a term of two years. Four of the seven director seats are up for election in 2021; these seats currently are held by Laura Bertone, Frank Pagliaro, Curt Sproul and Bruce Shepherd, each of whom has indicated that she or he intends to run for re-election. The seats for the other three current directors will be up for election in 2022.

The 2021 director elections will be handled as follows:

- (1) The Board of Directors has appointed Ray O'Neal to serve as the Inspector of Elections with respect to the 2021 director election. Ray has accepted such appointment.
- (2) The Board has established a timeline for the election which (a) will permit ballots to be tabulated, and results announced, at the annual meeting of the members of the Association at the Rocky Ridge Beach Clubhouse at 11:00 a.m. on September 4, 2021, and (b) to the best of the Board's knowledge, will comply with the requirements of the Association's Election Rules and the provisions of California law.
- (3) Owners who are current in their payment of assessments to the Association may self-nominate themselves to run for a director seat by contacting the Property Manager, Bill (Yates) Bauder, to such effect in writing (by email to rrpoa@sbcglobal.net) **by 5:00 p.m. on June 1, 2021.**
- (4) Candidates may provide a candidate statement of up to 350 words. The statement should be provided to the Board's Secretary (Bruce Shepherd) by email to rrpoa@sbcglobal.net. The statement will not be accepted or used in connection with the election unless so provided by **5:00 p.m. on June 8, 2021.**
- (5) By **June 16, 2021**, the Inspector shall provide the members with a notice setting forth the following:
 - o The names of the candidates timely nominated to run as candidates in the election;
 - o The date, time and location of the election (i.e., the Rocky Ridge Beach Clubhouse at 11:00 am on Saturday September 4, 2021); and
 - o The deadline for submission of ballots (5:00 pm on Friday September 3, 2021), and the address to which ballots must be returned, in order for ballots to be counted in the election (i.e., the ballots should be mailed to PO Box 432, Tahoe City, CA 96145, Attn: Ray O'Neal, Inspector of Elections – Board Election).
 - o A statement that (a) the Inspector has compiled a list of candidates, and that the candidates may verify the accuracy of their individual information on the candidate list, provided that such verification is completed (by email to rrpoa@sbcglobal.net) by **5:00 pm on July 15, 2021**, and (b) the Association has compiled a list of members, and that the members may verify the accuracy of their individual information on the voter list, provided that such verification is completed (by email to rrpoa@sbcglobal.net) by **5:00 pm on July 15, 2021.**
- (6) No earlier than 30 days after circulation of the notice described in section (5) above, and in any event **at least 30 days prior to the deadline for submission of ballots**, Yates shall circulate ballots for the election (along with any candidate statements duly submitted) to the members in accordance with the voter list. The instructions accompanying the ballots shall inform members that ballots must be duly returned by **5:00 pm on Friday September 3, 2021** in order to be counted as part of the election. Additional instructions for the return of ballots will be set forth in the cover letter distributing the ballots.
- (7) The ballots will be tabulated during the meeting and the four candidates receiving the most votes will be elected as directors for the four seats. The election results (a) will be announced at the end of the meeting of members, (b) will be entered in the minutes of the Board of Directors at the next board meeting, and (c) shall be announced to the members by general notice by **September 18, 2021**. The announcement of the tabulated results shall include a statement that the Inspector shall retain the ballots, the candidate list and the voter list for a period of one year, subject to any additional mandates set forth in the Election Rules or California law.

The above represents a summary of the election process. The election process is subject to additional requirements set forth in California law and in the governing documents (including the Election Rules) of the Association.