

Minutes
Meeting of the Board of Directors of the Rocky Ridge Property Owners Association
April 17, 2018, 12:00 noon
Telephonic Regular Meeting

President Steve Dohrmann called the meeting to order at 12:03 pm. All directors (Steve Dohrmann, Bob Schuchardt, Laura Bertone, Nick Farwell, Frank Pagliaro, Curtis Sproul and Bruce Shepherd) were in attendance telephonically, and accordingly a quorum was present. Bill (Yates) Bauder and Ray O'Neal also participated telephonically in the meeting. The Agenda for the meeting was posted on the message board at the Rocky Ridge Road entrance gate in the days prior to the meeting.

1. **Approval of Minutes:** The minutes of the February 6, 2018 meeting of the board of directors were approved by a 7-0 vote (motion Curtis Sproul; second Frank Pagliaro).
2. **Future Board Meeting Agendas:** Bruce Shepherd reminded the board that in order to productively discuss and act upon issues in a manner that complies with California laws, board meeting discussion issues should be listed in advance upon a meeting agenda, and notice of that agenda should be provided to homeowners. Bruce suggested that the Board use the following practices for preparing agendas for future meetings so as to enhance compliance with these laws:
 - a. The property manager should prepare a draft agenda and provide it to the Board President and Secretary at least 10 days prior to the scheduled board meeting.
 - b. The Board President and Secretary should finalize the agenda over the course of the next week. The President and Secretary then should provide the finalized agenda to the property manager.
 - c. The property manager then (1) should post the meeting agenda on the message board at the Rocky Ridge Road entrance gate at least 4 days prior to the day of the board meeting and (2) should email the finalized agenda to the homeowners at least 4 days prior to the day of the board meeting (note that (a) the agenda also should be mailed to homeowners who have not consented to receipt of notices via email, and (b) the advance notice requirements may be longer in certain limited situations).

Board members desiring to place a discussion topic upon an upcoming board meeting agenda should be mindful of the above schedule and agenda practice.

3. **Treasurer's Report.**

Laura Bertone discussed the costs incurred to date relative to the pro-forma budget, concluding that the costs have been less than projected (in part due to the relatively mild weather in January and February).

Yates noted that the real property fund (which collects rental revenues from properties owned by the Association, but does not pay many expenses) has built a balance of \$62,179. This sum materially exceeds the expenses anticipated to be payable from the real property fund. Accordingly, and consistent with the practice in recent years, Laura recommended that the Board transfer funds from the real property fund to the operating fund. The board voted 7-0 to transfer \$35,000 from the real property fund to the operating fund (motion by Laura Bertone; second by Frank Pagliaro).

Laura Bertone discussed the year end financial statements previously submitted to the Board. Laura mentioned that the financial figures in the financial statements are accurate but that there are a few immaterial linguistic changes to be corrected. The board approved the financial statements and authorized Yates to send the financial statements to the homeowners, once Laura confirms that the linguistic changes have been made.

Yates noted that the Association has opened a new account at Plumas Bank to house a portion of the replacement fund. The balance of the replacement fund is maintained at Bank of America. The replacement fund is kept at two separate financial institutions to assure that the balance at each financial institution is are less than applicable federal deposit insurance limitations.

4. **Report Re: Revisions to CC&R's and Bylaws.** Curtis Sproul has been working on revisions to bring these Association governing documents into compliance with the recently revised Davis-Stirling Act. Curtis reported that the work is almost complete.

After discussion, the board decided to aim to finalize the documents for circulation to the board in advance of the May 29, 2018 board meeting, with an eye toward (i) finalizing the documents at that meeting and (ii) recommending homeowner approval of the documents pursuant to an election to be conducted over the course of the summer and concluded in advance of the contemplated September 1, 2018 annual homeowners meeting.

The board concluded that the rules of the Association also should be reviewed afresh to make sure that they are consistent with the new governing documents. The board will aim to identify any required changes over the course of the summer, so the rules can be revised promptly following the homeowners' election on the CC&R's and the Bylaws.

5. **Property Manager's Report.** Yates noted the following:

There is nothing new to report regarding the Burton Creek tree removal project.

The relatively minor winter has enabled maintenance expense savings. This leaves more funds for maintenance, including in particular painting in the Spring and Summer. The annual Spring cleanup and maintenance is underway, including buoy inspections, sprinkler inspections, chimney inspections, landscaping work, pavers work and deck work.

Yates noted that the tennis courts will be re-coated and re-colored before summer, and that there is money available in the budget for modest work on the lower pool, to the extent he determines it to be necessary.

Yates noted that he has received 22 applications for buoys this summer; he anticipates that he will receive 3 to 4 more before summer starts.

Board members had a number of questions for Yates on other issues, including in particular the following:

Yates was asked whether he believes there is a trespassing issue at the beach property. Yates responded that he does not believe this is a material issue at present. Yates recommended, however, that the Association continue to maintain the "no trespassing" sign at the road entrance to the beach property.

Yates was asked about whether he believes surveillance cameras would be helpful for project security. Yates believes at present that they would not provide advantages sufficient to merit the cost.

Yates was asked about whether internet connectivity should be brought to the beach property. Yates responded that most homeowners and renters seem to have hot spot connectivity of their own, so he does not believe that additional internet service would provide sufficient benefits to merit the cost.

Yates noted that the “pushout” of the doorway has been completed at Unit 33, and the finished door looks good.

Yates was asked about the likelihood of material tree removals again this summer (due to bark beetles, mistletoe or other causes). Yates said he will have a better feel on that issue around Memorial Day.

Yates was asked about simplifying the mechanics of the periodic elections for board directors. Curtis noted that the ballots must be counted during an open meeting. In order to permit that to occur, it was suggested that next year the board ask Mary Cushing to work with Ray O’Neal to count the ballots during the meeting (and then also count any additional ballots submitted during the meeting). That would permit the results to be announced at the conclusion of the meeting.

Yates noted that the labor market at Tahoe continues to be challenging. The problem is caused by a lack of affordable housing in the Tahoe Basin and the fact that workers who live in Reno now have work that they can do over there --- saving the drive to Tahoe.

6. **Update Re: Short Term Rentals of Units.** The board decided to remind homeowners of the requirement to provide advance notice to the Association when they rent their units. The board also decided to encourage homeowners renting their units to check with their insurance carriers, given that some insurance companies have taken the position that homeowners policies do not cover damage caused by short term renters.
7. **Executive Session.** The board suspended the open portion of the meeting to meet in executive session to review the compensation packages provided to certain of the Association’s employees. In executive session, the board approved certain modest annual increases to these packages. Following completion of the executive session, the board returned to the regular open session of the board meeting and reported the results of the action in executive session.
8. **May 29, 2018 Board Meeting.** The board determined to proceed with the May 29, 2018 meeting on a telephonic basis, as follows: Yates (and at least one board member) will participate from the RRPOA office at 2005 North Lake Boulevard (in the building behind the rental office at 1877 North Lake Boulevard). Homeowners also will be notified that they may join the meeting at this location. Other board members may participate telephonically from other locations.

The meeting was adjourned at 1:37 pm.