

Final Meeting Minutes
Regular Meeting of the Board of Directors of the
Rocky Ridge Properties Owners Association
Meeting Date: April 14, 2020
Location: Telephonic
Scheduled Meeting Time: 9:00 am

Notice of Meeting: Bill (Yates) Bauder confirmed that he provided notice to the property owners 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).

Quorum: Steve Dohrmann, Bob Schuchardt, Laura Bertone and Bruce Shepherd participated by dial-in to the teleconference call. Nick Farwell, Frank Pagliaro and Curt Sproul also participated, though they joined after commencement of the call, as noted below in these minutes. Accordingly, a quorum of directors was present at all times. Yates, Ray O'Neal, and Greg and Sofi Harnage also participated in the call.

President Steve Dohrmann called the meeting to order at 9:05 am.

1. **Approval of Minutes of 2-18-2020 Board Meeting.** The minutes for said board meeting, in the form circulated to the directors, were approved. Motion Bob; second Bruce; 4-0 unanimous vote.
2. **Property Manager's Report.** Yates reported as follows with respect to property operations:
 - The water leak outside of the building with units 1-4 has been repaired.
 - Yates lined up an electrician to fix the electrical breaker panels in certain of the units, as discussed in the last board meeting. The work will be completed at the expense of the respective unit owners. The electrician's work has been interrupted by the COVID-19 crisis. Yates will contact the electrician as the COVID-19 situation simmers down so as to arrange for completion of the work.
 - Yates has received 21 applications for buoys for summer 2020, and 15 applications for kayak rack spots. The charge for the buoys will be \$1,450 for the summer (per buoy), and for the kayak rack spots \$50 for the summer (per spot). Accordingly, all owners that submitted applications should receive buoys or kayak spots, as applicable.
 - The board adopted a resolution (motion Bruce; second Bob; 4-0 unanimous vote) to confirm that if Lake use this summer is restricted by governmental authorities due to the COVID crisis, then the amounts paid for the buoy and kayak spots will be refunded (so as to permit homeowners to reasonably submit deposits for the buoys and kayak spots).
3. **Insurance Update.** At the 12-27-19 board meeting, the board approved procurement by the Association of a 2020 insurance package consisting of the following:
 - property damage insurance from 1-1-20 to 5-15-20 for a premium cost of just less than \$74,000.
 - an option in favor of the Association to extend the policy for an additional 12 months in exchange for premium costs of just less than \$200,000.

In approving the package, the board further directed Yates to continue to explore procuring alternative insurance for the period subsequent to May 15, 2020. However, as of the date of the 4-14-2020 board meeting, the Association has not yet received any alternative offers (and informal feedback suggests that the Association may not receive an alternative proposal prior to the date to elect to exercise the extension option). The board re-scheduled the next board meeting to May 12, 2020 at 9:00 am, so the board can discuss the issue prior to the expiration of the May 15, 2020 option.

At this point Frank Pagliaro joined the meeting.

4. **COVID -19 Update.** Yates reported that the recent occupancy of Rocky Ridge units has been only modestly above normal seasonal use, so owners appear to be respecting the stay at home orders. The

beach, the playground and the pools, and the related building facilities, all have been closed. Yates plans to have his team do the work to prepare these facilities for re-opening (but not to open them until he is confident that doing so will be consistent with any applicable State or County orders or other rules). Yates also noted that all boat ramps to Tahoe are closed due to the COVID-19 crisis.

At this point Curt Sproul joined the meeting. Curt urged Yates and board members to try to stay abreast of regulatory developments pertaining to the COVID crisis, and to share important updates with homeowners (perhaps through a newsletter after the May board meeting).

At this point Nick Farwell joined the meeting

5. **Financial Report.** Laura provided the following financial report:
 - 2020 expenditures so far have been within the funding parameters set forth in the approved budget.
 - Laura has reviewed the checking account reconciliations and they are in order.
 - The board approved a resolution (motion Bruce; second Steve; 7-0 unanimous vote) to open a new bank account at El Dorado Savings Bank (so as to permit the Association balances at each of its banks to stay below the maximum federal insured amount). A copy of the resolution is attached.
 - Nick urged Laura to consider opening an account at another bank which might pay higher interest on deposits. The board approved a resolution (motion Bruce; second Nick; 7-0 unanimous vote) authorizing Yates and the officers of the Association's board to take such steps as reasonably might be required in order to open any such additional accounts.
6. **Approval of 2020 Timeline for Director Election.** The board reviewed and approved a notice setting forth the timeline and procedures for the 2020 election for directors (motion Bruce; second Nick; 7-0 unanimous vote). A copy of the notice is attached. Steve Dohrmann, Bob Schuchardt and Nick Farwell all indicated that they would run for re-election. The board directed Yates to send the approved election notice to the homeowners before April 21st.
7. **Consideration of New Placer County Ordinance Pertaining to Short Term Rentals.** A brief summary of the ordinance (and its permit requirements) is included in the 2-18-2020 board meeting minutes. The ordinance suggests that an owner seeking exemption from the permit requirement, on the basis that its property is a part of a residential owners' association, should obtain a letter from its association addressing certain matters as to noise, parking, safety and enforcement of HOA rules. Prior to the board meeting, Bruce circulated a draft letter for the Association to use in such situations. Ray O'Neal indicated that he has presented the draft letter to the County and is awaiting word from the County approving use of the letter.
8. **Suggestions by Board Members for other future Agenda topics (subject to change).**
 - May12, 2020 Meeting: Consideration of any new available alternatives for Association procured property insurance.
 - May 12, 2020 Meeting: Update as to application of Placer County Short Term Rental Ordinance.
 - May 12, 2020 Meeting: Update as to issues arising out of COVID-19 crisis.
9. **Adjournment.** The board meeting was adjourned at 10:05 am.

SCHEDULE FOR FUTURE BOARD MEETINGS (subject to change):

- May 12, 2020 at 9:00 am (Location: Telephonic)
- July 7, 2020 at 9:00 am (Location: Telephonic)
- September 5, 2020 at 9:00 am (Location: Rocky Ridge Beach Clubhouse)
- October 12, 2020 at noon (location: Telephonic).

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

- September 5, 2020 at 11:00 am (Location: Rocky Ridge Beach Clubhouse)

Resolution for Account at El Dorado Savings Bank

Rocky Ridge Properties Owners Association

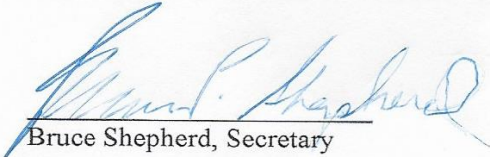
Resolution to Open a Bank Account

WHEREAS, the Board of Directors has determined it to be in the best interest of the Corporation to establish a banking resolution with El Dorado Savings Bank, be it:

RESOLVED, that the Corporation execute and deliver to said bank a duly signed and completed banking resolution as is annexed hereto, and that the authority to transact business, including but not limited to the maintenance of savings, checking and other accounts as well as borrowing by the Corporation, shall be as contained in said resolution with the named officers therein authorized to so act on behalf of the Corporation as specified hereto.

The undersigned hereby certifies that he/she is the duly elected and qualified Secretary and the custodian of the books and records and seal of Rocky Ridge Properties Owners Association, a corporation duly formed pursuant to the laws of the state of California and that the foregoing is a true record of a resolution duly adopted at a meeting of the Board of Directors and that said meeting was held in accordance with state law and the Bylaws of the above-named Corporation on April 15, 2020, and that said resolution is now in full force and effect without modification or rescission.

IN WITNESS WHEREOF, I have executed my name as Secretary and have hereunto affixed the corporate seal of the above-named Corporation this 15th day of April, 2020.


Bruce Shepherd, Secretary

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

Date of Notice: April 15, 2020

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. Three of the seven director seats are up for election in 2020; these seats currently are held by Stephen Dohrmann, Robert Schuchardt and Nick Farwell, each of whom has indicated that he intends to run for re-election. The other four director seats will be up for election in 2021.

The 2020 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 2019 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 5, 2020, 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 2, 2020.**
- (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 9, 2020.**
- (5) By **June 16, 2020**, 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 5, 2020); and
 - o The deadline for submission of ballots (5:00 pm on Friday September 4, 2020), 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).
 - 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 16, 2020**, 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 16, 2020.**
- (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 4, 2020** 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 three duly nominated candidates receiving the most votes will be elected as directors for the three seats. The election results (a) will be announced at the end of the annual 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 20, 2020**. 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.

As approved by the Board of Directors on 5-12-20

The above represents a summary of the election process. The election process is subject to additional requirements set forth in the California Davis-Stirling Act and in the governing documents (including the Election Rules) of the Rocky Ridge Properties Owners Association.