

Meeting Minutes

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

Meeting Date: May 5, 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, Nick Farwell and Bruce Shepherd joined the ZOOM internet meeting from other remote internet connections (Curt Sproul and Frank Pagliaro could not attend). Accordingly, a quorum was present. Homeowners Matt Howarth and Ron Janes also joined the Zoom meeting through a remote internet connection. President Steve Dohrmann called the meeting to order at 1:32 pm.

1. **Approval of minutes of 4-6-21 Board meeting.** A motion to approve the minutes for the referenced Board meeting, in the form circulated in advance of the May 5, 2021 Board meeting, was made by Nick, with a second from Laura. The motion passed 5-0.
2. **Election as to Amendment to CC&Rs.** Ray O'Neal joined the meeting as the inspector for the election regarding the proposed amendment. Ray appointed Yates to assist with the ballot counting. As per California law, Ray and Yates opened the ballots during the meeting and counted the ballots. Ray reported that the homeowners voted 75-2 to approve the amendment. *The board commended and thanked Curt Sproul for all of his work and guidance in helping the board to craft and adopt the amendment.*
3. **Property Manager's Report:**
 - Yates reported that he built more kayak storage spaces, as per the direction from the board in the last meeting.
 - The gate lock at the beach will be installed today. Yates will circulate key fobs to homeowners that will permit them to open the gate. Key codes also will be provided to renters, but Yates plans to change the code frequently so as to frustrate unauthorized trespassers at the beach.
 - The security issues regarding the gate prompted a discussion as to intensity of beach use in 2020 and whether the Association should consider revising its rules so as to permit only homeowners to use the beach property (i.e., excluding renters, guests of renters and other unauthorized individuals). Several board members thought this approach might have merit, but they first want to see what impact the new gate and lock have on the issue. They also noted the difficulty that the Association, lacking a security presence, has in enforcing security rules. The board determined to scrutinize how the beach operations work during the first half of the summer and to discuss the issue further at the July board meeting.
 - Yates reported that the pools are ready to be opened. The board by consensus discussion instructed Yates to open the pools and the hot tubs to the extent permitted under applicable State and County rules and regulations.
 - Our insurance broker continues to work on procuring the fire insurance that will apply after 5-15-21 (the date that our current policy expires). Our broker has expressed confidence that he will receive an acceptable policy by the 15th. The broker currently anticipates that the policy will provide \$53 million in buildings coverage for a premium that is 5% to 10% higher than last year. The board scheduled a meeting for 5-11 to discuss the status of the fire insurance.

- Yates reported that he plans to paint the exteriors of several buildings this summer. Yates noted that in the past, some homeowners have objected to painting during times when they are present. The board instructed Yates to try to reasonably accommodate homeowner requests, but to not let such accommodations interfere materially with the efficiency and timing of the painting projects.
 - Yates reported that several other periodic maintenance tasks are in process, including the sealing of parking lots, the cleaning of the tennis courts and the setting of the tennis nets, the inspection of the buoys, brush cutting around the buildings to establish greater defensible spaces, and the annual Spring landscaping projects. All have been completed or are proceeding as contemplated.
 - Yates also reported that he plans to undertake major maintenance with respect to the beach house deck in the fall and next spring. In furtherance of this work, the board authorized Yates to **close the beach property on October 1st** to begin this work.
 - Bob reported that the TRPA currently anticipates awarding the additional buoy count on or shortly after May 19. The board remains hopeful that it will be awarded the right to install 4 to 6 new buoys.
4. **Suggestions by Board members for future agenda topics (subject to change).**
- May 11, 2021: Discussion of fire insurance status
 - May 11, 2021: Discussion of the Association's various bank accounts (Yates to prepare a list)
 - July 13, 2021: Discussion as to summer operations, including the intensity of beach use and the viability of our beach security program.

Adjournment. The meeting adjourned at approximately 2:23 pm.

SCHEDULE FOR FUTURE BOARD MEETINGS (Subject to change):

- 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.