

Meeting of the Board of Directors of the  
Rocky Ridge Properties Owners' Association  
Scheduled Meeting Date: December 30, 2004 at 1:30 pm  
Meeting Location: Zoom Platform

Meeting Minutes

**Advance Notice of Meeting.** Cirra Mason (the Association's bookkeeper) provided notice to homeowners of the Board meeting in accordance with the requirements of the Association's Bylaws. The means of notice included (i) emails of the notice and agenda to members that have indicated that they accept emails as a form of notice; (ii) mailing of the notice and agenda to members who have not indicated that they accept email notices; (iii) posting of the notice and agenda on the website; and (iv) posting of the notice and agenda on the bulletin board at the Rocky Ridge entrance gate.

**Attendance and Quorum:** President Steve Dohrmann called the meeting to order at 1:33 pm.

Board members Steve Dohrmann, Frank Pagliaro, Matt Howarth, Gail Gabiati, Jim Naylor and Bruce Shepherd attended the meeting from the outset by logging in to the Zoom platform; board member Laura Bertone also joined the meeting by logging into the Zoom platform at approximately 1:45 pm. A quorum of Board members thus was present throughout the meeting.

William "Yates" Bauder and Justin "Buster" Fenley participated in the meeting in their collective roles as the property manager for the Association.

Others attending the meeting (or parts thereof) included Ryan Taylor, Cirra, Diane Shore, Nick Farwell, Jan Jones, Scott Shepherd and Ron Janes.

**Open Session**

The Board addressed the topics listed on the notice and agenda, though some items were addressed in a different order than suggested in the notice and agenda so as to accommodate the schedules of meeting participants. For purposes of these minutes, the discussions are summarized in the order in which topics were listed in the notice and agenda.

1. **Approval of minutes.** Frank moved the Board adopt the draft minutes previously circulated to Board members for the last Board Meeting. Mat provided a second and the Board unanimously approved the motion.
2. **Property Manager report.**
  - Buster and Yates reported that bears continue to haunt Rocky Ridge. Yates believes that the Bear Buster electric wiring is very helpful in deterring bear break ins, and he encourages townhouse owners to consider installation of the same. Mat reconfirmed, however, that while Yates and Buster are impressed with the Bear Busters technology, the Association cannot offer any assurances that the equipment and technology will be effective in deterring bears.
  - Yates reported that the approval of the additional 4 buoys is proceeding, but that additional costs have surfaced (including a required archeological study and consultant fees). The Board continues to support pursuit of the buoys, but it believes that the costs should be covered through the annual usage charges for buoys. Jim suggested that the costs should be allocated in equal increments over several years, and the Board left the amortization period to the discretion of Laura as Treasurer (so long as the duration does not surpass 10 years).
3. **2025 Insurance.**

- Ryan Taylor from InterWest made an extensive presentation as to the insurance arranged for the period generally consisting of the 2025 year. The Board considered the insurance requirements under the CC&Rs, limitations on the scope of insurance available in the Tahoe/Truckee area, estimated premiums, and proposed and deductibles, among other issues. At present (NOTE: the terms of some policies still are being negotiated), it appears that the Association may successfully procure property damage insurance for the Townhomes (excluding “the walls in”) and Common Area structures within Rocky Ridge for a total cost which is less than 4% above the premium charges paid for like insurance for the like period in 2024. These premiums have been obtained on the assumption that the replacement cost for the covered improvements would be approximately \$310 per square foot. \$310/sf may appear a relatively robust rebuild estimate, but Yates feels that it is a reasonable assumption supported by the discussions he has held with construction professionals in the Tahoe/Truckee region. Of course, it is possible that rebuild costs could well exceed this figure, particularly should the losses be incurred in the context of a broad regional loss event (e.g., a major forest fire that eclipses the labor and supplies available in the Tahoe/Truckee area to rebuild the damages improvements).
  - Ryan also reviewed the insurance procured for risks other than property damage, and Ryan noted that it presently appears that these additional insurance coverages have reasonable terms and also likely will be obtained for premiums less than 5% above the premiums charged for like policies last year.
  - Yates indicated that he has carefully reviewed the CC&Rs, and that he is comfortable that the policies that are being obtained will satisfy the requirements under the CC&Rs. Ryan said that he concurred in this judgement. Ryan also noted that given the negotiations that he has seen for other developments in the Tahoe/Truckee area, he thinks the overall insurance package is reasonable and prudent from the perspective of the Association and, more specifically, that the package provides amounts and types of coverage and protection that are consistent with those customarily carried by prudent owners associations operating in similar common interest developments in the Tahoe/Truckee region.
  - The Board viewed the overall insurance package in terms of its adequacy relative to the requirements under the CC&Rs. With the benefit of the input provided by its property management team and its insurance consultant, the Board concluded that the overall package of insurance is favorable, notwithstanding a difficult and expensive current insurance market.
  - The Board noted, however, that the procurement of insurance for a development such as Rocky Ridge involves many assumptions, and it is entirely possible that damages could be incurred that might not be favorably covered. **The Board reiterated the guidance that it has provided in the past that homeowners should review their own insurance coverages in the context of the insurance procured by the Association, so as to assure that the homeowners are adequately protected against major loss events.** The Board encourages homeowners to review Sections 9.01 through 9.05 of the CC&Rs in this regard.
  - Bruce moved that the Board approve the insurance package proposed by InterWest, and further that the officers and managers of the Association take all steps reasonably necessary or appropriate to procure and implement the insurance package. Frank then provided a second and the Board voted unanimously to adopt the motion.
4. ***Discussion re: revisions to rules pertaining to dogs in Rocky Ridge Common Areas.*** The Board listened to comments from several homeowners with respect to the rule being discussed to be adopted by the Board with respect to the rights of homeowners and guests to bring their dogs to Rocky Ridge. Some homeowners and Board members expressed concern that the users of several units are

disregarding the leash rules and letting their dogs roam off leash within the “up the hill” properties at Rocky Ridge. This creates consternation as to whether dog owners next summer will abide by rules pertaining to dogs at the beach. Yates interjected that the CC&Rs and the Association’s Rules both provide remedies for the Association with respect to rules violators, including fines and potentially other sanctions. The issue thus becomes whether and how the Association will handle enforcement. Some homeowners argued that the challenge of enforcement “up the hill” should be considered independently from questions as to the breadth of dog owner usage rights at the beach.

After much discussion, Board members Matt Howarth, Frank Pagliaro and Bruce Shepherd agreed to take another shot at drafting (i) a concise rule that establishes the limits on dogs at the beach during 2025 (to be proposed for discussion and adoption at the March Board meeting), and (ii) a concise explanation identifying the fines, sanctions and penalties that the Board may adopt and apply to owners and guests that refuse to comply with Association rules (including the **EXISTING RULE, ENFORCEABLE TODAY**, that dogs may not be permitted off leash in the Association’s Common Areas, including the “up the hill” Common Areas).

The Board’s goal continues to be to collect feedback from the members and then adopt, at the Board’s March 18, 2025 meeting, a dog rule that will apply for the 2025 summer season.

5. **Financial Matters – Authority with respect to Association bank and other financial institution accounts; transfer of funds from Real Property account; truck covered by 2025 budget.** The Board discussed the banks at which it maintains accounts, the authorized signatories for said accounts, and the relative extent to which the accounts (or the assets within said accounts) are covered by governmental guaranties.

- Townhouse owner Scott Shepherd noted that many banks now offer investment products which effectively enable governmental guaranties for accounts with balances in excess of the governmental guaranty limitations. These products can make money management easier for account holders. Scott offered to assist Laura and Cirra in locating such products and then allocating our monetary assets (consisting of both operating and reserve funds) among such governmentally guarantied accounts and products, with an eye toward using mechanics that achieve governmental guaranties for all of our monetary assets. The Board requested Cirra and Laura to propose to the Board, at the Board’s next meeting, a plan to implement such an allocation of the Association’s monetary assets.
- With respect to signatories, Cirra noted that our various banks and other financial institutions have asked us to update our signature authorizations. To address this issue, Bruce moved, and Matt seconded and the Board by unanimous vote adopted, the resolutions set forth in the attachment to these minutes.
- Laura further moved that the Board approve the transfer of \$35,000 from the Association’s Real Property account to the Association’s operating account. Frank provided a second and the Board approved the motion by a unanimous vote.
- Laura asked to clarify that the 2025 budget approved at the November meeting included up to \$100,000 for a procurement of a dump truck which Yates and Buster long have recommended for purchase and use by the Association. Laura moved approval of the acquisition of the truck on such terms. Frank then provided a second and the Board adopted the motion through unanimous vote.

6. **Engagement of Auditor.** Cirra reported that the Association’s long time auditor has retired, and has sold her practice to a firm from Utah. This prompted Cirra and Laura to consider other firms that might be able to undertake the Association’s audit work for 2024. After checking with a number of firms,

Cirra and Laura whittled the finalists to two firms. Cirra and Laura interviewed both and ultimately suggested to the Board that the Association engage “Linked Accounting” for this role. Linked is the firm that purchased the practice of our former auditor and, as a consequence and among other things, Cirra and Laura believe Linked will be better able to provide more seamless continuity (and pertinent expertise). Linked also proposes to perform such work for a flat rate at a price tag which Cirra and Laura viewed as acceptable. After much discussion, Laura moved that the Association engage Linked for the 2024 audit, Gail provided a second and the Board approved the motion by unanimous vote.

7. **Fire Protection Report.** Frank requested that Yates and Buster review the fire threats posed by brush and forest growth on properties adjacent to the Association’s Common Areas, particularly in the areas “down the hill” from the crest of the ridgeline at Rocky Ridge. In a nutshell, Frank’s concern is that while the Property Management team is doing an excellent job at clearing brush and pruning forest growth around Rocky Ridge townhouses and Common Areas, it is possible that growth on nearby properties could ignite and fuel a fire that spreads to the townhouses and Common Areas. The situation is further clouded by the fact that the boundary lines for the Common Areas are not easily discernable by a casual observer. Yates and Buster offered to tour the properties with Frank ahead of our next Board meeting, and Frank, Yates and Buster then will provide a report to the Board. Frank asked in particular that the report address (i) work that perhaps should be undertaken to enhance fire safety, (ii) the projected cost of such work, and (iii) the relative authority of the Association to undertake (or insist that others undertake) such work. Yates noted that brush clearance is labor intensive, particularly on hillsides, and thus can be expensive.
  
8. **Management Transition.** The Board asked Matt Howarth to serve at point for the Board in summarizing the upcoming transition of authority from Yates to Buster. Matt will discuss the structure with Yates and circulate a proposal (for discussion at the February meeting). The Board also asked Yates to consider whether there are classes or other materials that we should procure for Buster and/or Board members to attend so as to facilitate understanding of issues that commonly surface for HOA property managers and Boards of directors. Yates said he would check with the trade group “ECHO” to see if they continue to have such resources. He also will check with other parties that work in the industry.

At 3:33 the Board adjourned to closed session.

**Closed Session**

In closed session the Board discussed the Association’s claims against various parties involved in issuance of the policies that applied to the Association for 2023-34. The Board continues to explore its claims and the appropriate steps that the Association should take to address these claims.

The meeting adjourned around 3:49 pm.

***Scheduled remaining regular Board of director meetings in 2024 and through Labor Day in 2025:*** The proposed schedule for regular Board of director meetings for the Rocky Ridge Properties Owners’ Association is as follows (both the dates and the topics are subject to change by the board):

Date	Location	Contemplated Topics (subject to change)
February 4, 2025 at 1:30 pm	Zoom platform	<ul style="list-style-type: none"> <li>• Adoption of election procedures for 2025 Board election.</li> <li>• Further discussion re: proposed rules for use of the beach and other Common Areas by dogs during the summer of 2025.</li> <li>• Consideration of the fire threat posed by brush and forests on properties nearby or adjacent to the Rocky Ridge Common Areas.</li> </ul>

		<ul style="list-style-type: none"> <li>• Consideration of issues with respect to management transition from Yates to Buster.</li> </ul>
March 18, 2025 at 1:30 pm	Zoom platform	<ul style="list-style-type: none"> <li>• Proposed adoption of rules for use of the beach and other Common Areas by dogs during the summer of 2025 (<i>for more context, see minutes of 10-22-24, 11-26-24 and 12-30-24 Board meetings</i>)</li> </ul>
May 6, 2025 at 1:30 pm	Zoom platform	
June 24, 2025 at 1:30 pm	Zoom platform	
July 15, 2025 at 1:30 pm	Zoom platform	
<b>August 30, 2025</b> at 1:30 pm	Beach Clubhouse	

The **2025 annual members' meeting** for the Rocky Ridge Properties Owners' Association (i.e., the annual homeowners' meeting) is scheduled for **Saturday within Labor Day Weekend (8-30-25), at 11:00 am**. The meeting will be held in the Rocky Ridge Beach Clubhouse. The Association will host a beach barbecue immediately following the member meeting.

Attachment 1

RESOLUTIONS

Bruce Shepherd, as Secretary of the Rocky Ridge Properties Owners' Association (the "Association"), hereby certifies that to his information and belief, the Board of the Association duly adopted the following resolution at a meeting held on December 30, 2024:

**RESOLVED**, that the Board of the Association hereby removes Robert Schuchardt and William Bauder as signatories authorized to act on behalf of the Association with respect to, or to bind the Association or its assets on any matters with respect to, any accounts maintained by the Association at Plumas Bank, BMO Business Bank, Bank of America, El Dorado Savings and/or Edward Jones; and

**RESOLVED FURTHER**, that the Board of the Association hereby authorizes Stephen Dohrmann, Matthew Howarth, Laura Bertone, Bruce Shepherd and Justin Fenley as individuals authorized (i) to open, close, maintain and otherwise take actions with respect to any savings, checking, investment, brokerage and other accounts from time to time opened or held by the Association at Plumas Bank, BMO Business Bank, Bank of America, El Dorado Savings, Edward Jones and/or any other banks or financial institutions at which the Association chooses to maintain one or more accounts, and (ii) to act as signatories on behalf of the Association with respect to any and all of said accounts; and

**RESOLVED FURTHER**, that to the extent reasonably necessary in order to facilitate:

- (i) the performance of accounting activities with respect to such accounts,
- (ii) the maintenance of records with respect to such accounts, and
- (iii) further handling of such accounts for the purpose of conducting Association business and accounting and bookkeeping activities,

the Board of the Association hereby authorizes and instructs the institutions at which any such accounts are maintained, to provide Cirra Mason with access to such accounts and any statements or other records pertaining thereto, it being understood that such access shall include authorization to provide instructions (including through online instructions) with respect to such accounts and the assets therein, the power to retrieve statements and records with respect to such accounts, and the power to transfer assets between such accounts.

Bruce P. Shepherd, Secretary  
Rocky Ridge Properties Owners' Association  
Date:

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