

**MINUTES OF 8-30-2003  
ROCKY RIDGE PROPERTIES OWNERS  
BOARD OF DIRECTORS MEETING**

**CALL TO ORDER AND APPROVAL OF MINUTES**

- Board President Mel Gianola called the meeting to order at 9:00 AM at the Rocky Ridge Beach House.
- Board members Ted Jones, Marsh Shambarger, Ed Lial, Steve Schlumberger, Gene Campbell and Bill Trevor also attended the meeting.
- Bill Bauder, John Bertone, John Gedebski, Ray O'Neal and Marie Phipps were also present.

**APPROVAL OF THE MINUTES**

- Approved the minutes of the 05-24-2003 Board Meeting.

**TREASURER'S REPORT**

- John Bertone gave the treasurer's report.

**THE BOARD TOOK THE FOLLOWING ACTIONS:**

- Approved the hiring of Mary Cushing, our long-time bookkeeper, as a part time RR employee to keep the RR books, because Dave Allen, our long-time accountant, has retired. Sherrin Fielder, an accountant, will be available on a monthly basis to consult with Mary. Fielder and Sonnenberg will continue to prepare the RR Tax returns.
- Approved \$11,528 for sealing and crack filling of parking areas and roads, an increase from the previously approved \$5,000 for this work.
- The Board reaffirmed that Bill Bauder will continue to set priorities for deck replacement, at individual units, based on the safety and serviceability of the individual decks.
- The Board reaffirmed that all external modifications of units must be approved by the Board. There are a number of screen doors installed that were not approved by the Board. All new screen doors must have Board approval.

## **PROJECT MANAGER BILL BAUDER'S REPORT OF COMPLETED AND ONGOING PROJECTS**

- The lower pool deck cost \$12,119. The budgeted amount was \$12,000.
- The decks in units 7 & 8 were replaced.
- Walkway overlay and sealing cost \$4305. The budgeted amount was \$10,000.
- The following gardening tasks were completed: landscaping in front of units 41, 57, 15, 16; the areas between 68 & 74, and between 99 & 107. In addition a number of plants were planted throughout the common area.
- The sprinkler systems around units 49 & 52 were rebuilt
- Painting will continue through the fall. Pittsburg Paint reimbursed us \$21,880 for the faulty paint they sold us. Castle Peak Painting will repaint the units that were painted with the faulty Pittsburg Paint.
- Sealing and crack filling on the parking areas and roads was not completed because of inclement weather. The work will be done starting 9/8.
- Deck replacement at units 5 & 6 and deck repair at units 51 & 52 is ongoing.
- The spa at the upper pool will have an automatic refill feature installed to meet the applicable code.
- Removal of dead and dangerous trees will continue.
- Walkway repair at unit 6 is ongoing.
- Walkway replacement at unit 83 will be done if there is time.

## **LEGAL INSURANCE COMMITTEE REPORT**

- Preliminary estimates are that the RR insurance costs for 2004 may rise by about 20%.

## **OLD BUSINESS**

- The Board reviewed and made corrections to the new CC&Rs and By Laws prepared by Bill Trevor.
- The landscape committee, in consultation with Bill Bauder, will make recommendations for tree removal in accordance with our long standing policy set forth below:

### **Tree Removal and Trimming Policy for Rocky Ridge**

1. We follow all federal, State and TRPA laws and guidelines.
2. We do not remove any tree over 6 inches in diameter at breast height.
3. We remove any and all dead trees.
4. We will trim the bottom one third of a tree for view enhancement and fire prevention.

5. We trim trees for a clearance of up to 6 feet from the buildings, decks and roadways and up to 10 feet from chimneys.
  6. We regularly remove small trees: (a) to prevent views from being blocked, (b) that are too close to buildings and (c) to promote the general health of the forest.
- The State is going to do improve Route 28, and install some new left turn lanes. However a left land turn for RR is not in their current plans. The Association will send more information on this project to all Homeowners and will petition the State to install a left turn lane at RR. Individual Homeowners will be encouraged to use what ever influence they may have to help get a left turn lane for RR.

### **NEW BUSINESS**

- The lower pool was recently inspected. The inspector says that: (a) the spa is too close to the pool (it should be six feet away), (b) the stones should be removed from the edge of the pool and spa, (c) the fence around the pool and spa are too low.
- The problem of buoys for Homeowners with Jet Skis was discussed.

### **NEXT BOARD MEETING**

- The next Board meeting will be held at 1:00 PM on Monday October 20, 2003 Room 422, 851 Burlway, Burlingame

### **ADJOURNMENT**

- The Board meeting was recessed at 11:00 AM so the Directors could attend the Annual Meeting. At the Annual Meeting John Bertone, Ted Jones, Ed Lial, and Steve Schlumberger were elected RR Directors for 2003-2005. After the recess the Board of Directors Meeting continued and elected Marsh Shambarger as President for the years 2003-2004 The Board Meeting then adjourned at 12:00 PM.

Ted Jones, Secretary

### **2003 Board & Annual Meeting Schedule & 2004 Tentative Board Schedule**

<b>Date-Day-Time</b>	<b>Meeting</b>	<b>Location</b>
<b>04/14/2003 Mon- 1 PM</b>	<b>RR Board</b>	<b>Room 422, 851 Burlway, Burlingame</b>
<b>05/24/2003 Sat- 9 AM</b>	<b>RR Board</b>	<b>RR Beach House</b>
<b>08/30/2003 Sat- 9 AM</b>	<b>RR Board</b>	<b>RR Beach House</b>
<b>08/30/2003 Sat- 11 AM</b>	<b>RR Annual</b>	<b>RR Beach House</b>
<b>10/20/2003 Mon- 1 PM</b>	<b>RR Board</b>	<b>Room 422, 851 Burlway, Burlingame</b>
<b>04/12/2004 Mon-1 PM</b>	<b>RR Board</b>	<b>To be determined</b>
<b>05/29/2004 Sat- 9 AM</b>	<b>RR Board</b>	<b>RR Beach House</b>
<b>09/04/2004 Sat- 9 AM</b>	<b>RR Board</b>	<b>RR Beach House</b>
<b>09/04/2004 Sat- 11 AM</b>	<b>RR Annual</b>	<b>RR Beach House</b>
<b>10/18/2004 Mon- 1 PM</b>	<b>RR Board</b>	<b>To be determined</b>

**DIRECTORS**

Names	Terms
John Bertone	(2003-2005)
Ted Jones	(2003-2005)
Ed Lial	(2003-2005)
Steve Schlumberger	(2003-2005)
Gene Campbell	(2002-2004)
Marsh Shambarger	(2002-2004)
Bill Trevor	(2002-2004)

**OFFICERS**

President	Marsh Shambarger
Project Manager-Vice President	Bill Bauder 'Yates'
Vice President	Steve Schlumberger
Secretary	Ted Jones
Treasurer	John Bertone
Assistant Treasurer	Gene Campbell
Assistant Project Manager	Gary Turpin

**ADVISORS**

Executive Committee: John Bertone  
Bill Trevor  
TBD  
Ed Lial

Finance Committee: John Bertone  
Gene Campbell  
TBD

Property Committee: Bill Bauder  
Ted Jones  
Ed Lial  
Steve Schlumberger  
Marsh Shambarger

Legal-Insurance Committee: Roger Gault  
TBD  
Bill Trevor

Landscape Committee: Bill Bauder  
Gene Campbell  
Marsh Shambarger  
John Gudebski  
Bill Trevor

Recreation Committee: Helen Hennig