

**MINUTES OF 10-18-2004  
ROCKY RIDGE PROPERTIES OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**CALL TO ORDER**

- Board President Marshall Shambarger called the meeting to order at 1:00 PM in Suite 450, 400 South El Camino Real, San Mateo. Board members Ron Benveniste, John Bertone, Ted Jones, Julie Rollofson and Bill Trevor also attended the meeting.
- Bill Bauder and Ray O'Neal were also present.

**APPROVAL OF THE MINUTES**

- Approved the minutes of the 09-04-2004 Board Meeting.

**TREASURER'S REPORT**

- John Bertone gave the treasurer's report.

**THE BOARD TOOK THE FOLLOWING ACTIONS:**

- Approved the Budget for 2005.
- Approved the Reserve Study for 2005.
- Approved the continuation of the current Delinquency Policy for 2005.
- Approved the \$18,665 cost of re-roofing units 86 & 87 that was \$2,265 over budget.
- Approved the attached 2005 schedule for the Rocky Ridge Board Meetings and the Annual Meeting.
- Decided to fill the currently vacant Board position by a vote of the Properties Owners at the 2005 Annual Meeting.
- Approved the Officers and Committee Members for 2004-2005 shown in the attached table.
- Approved the inclusion of a policy for the placement of TV Satellite antennas in the new By-Laws that is consistent with current State regulations.
- Approved the purchase of three bear-proof garbage containers for the beach area.
- Approved the construction of a temporary walkway over the sand at the Beach Area to connect the grassy area with the pier.
- Approved a first quarter 2005 time frame for issuing the new By-Laws and CC&Rs for the Properties Owners approval.

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

- All 28 sprinkler backflow valves have been installed.
- All the painting has been completed for the year.
- Units 86 & 87 have been re-roofed.
- The Beach House was re-roofed at a cost of \$8,400, which is \$3,000 under the budgeted amount of \$11,400.
- The lawn and sprinkler system, on the island in front of units 13-16, has been replaced.
- A drain has been installed inside the mechanical room at the lower pool area to drain the pool and hot tub into the sewer system.
- A large amount of brush has been removed on the perimeter of the project as a fire prevention measure. This removal will continue, as time allows, until the snow flies.
- A previously approved bridge has been built between the parking area and unit 83.
- Tree removal will be completed.
- Vehicle and equipment maintenance will be completed.
- Project winterization will be completed.

### **NEW BUSINESS**

- Eric Conners, the owner of the lot at the bottom of Rocky Ridge Road, was killed in a construction accident.

### **OLD BUSINESS**

- Discussed the Landscape Committee proposal for fire protection
- Discussed buoys, boats and attendant issues.
- Learned from Ron Benveniste that Caltrans has no current funding for a Rocky Ridge left turn lane.
- Discussed Julie Rollofson's request to change an outside window configuration in unit 27.

### **LEGAL-INSURANCE COMMITTEE REPORT**

- The committee plans to send a comprehensive description of the Rocky Ridge Insurance policies to the Properties Owners in March 2005 when our policies will be renewed.

### **NEXT BOARD MEETING**

- The next Board Meeting will be held on Monday 04-11-2005 at 1 PM in Suite 450, 400 South El Camino Real, San Mateo.

### **ADJOURNMENT**

- The Board Meeting adjourned at 3:00 PM

Ted Jones, Secretary

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

<b>Date-Day-Time</b>	<b>Meeting</b>	<b>Location</b>
<b>04/12/2004 Mon-1 PM</b>	<b>RR Board</b>	<b>Suite 450, 400 South El Camino Real, San Mateo</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>Suite 450, 400 South El Camino Real, San Mateo</b>

### **2005 Board & Annual Meeting Schedule**

<b>Date-Day-Time</b>	<b>Meeting</b>	<b>Location</b>
<b>04/11/2005 Mon- 1 PM</b>	<b>RR Board</b>	<b>Suite 450, 400 South El Camino Real, San Mateo</b>
<b>05/28/2005 Sat- 9 AM</b>	<b>RR Board</b>	<b>RR Beach House</b>
<b>09/03/2005 Sat- 9 AM</b>	<b>RR Board</b>	<b>RR Beach House</b>
<b>09/03/2005 Sat- 11 AM</b>	<b>RR Annual</b>	<b>RR Beach House</b>
<b>10/24/2005 Mon- 1 PM</b>	<b>RR Board</b>	<b>Suite 450, 400 South El Camino Real, San Mateo</b>

**DIRECTORS**

Names	Terms
Marshall Shambarger	(2004-2006)
Bill Trevor	(2004-2006)
Julie Rollofson	(2004-2006)
John Bertone	(2003-2005)
Ted Jones	(2003-2005)
Vacant	(2004-2005)
Ron Benveniste	(2003-2005)

**OFFICERS**

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

**Committees**

Executive Committee: John Bertone  
Bill Trevor  
Marshall Shambarger

Finance Committee: John Bertone  
Gene Campbell  
Marshall Shambarger

Property Committee: Bill Bauder  
Julie Rollofson  
Ted Jones  
Ron Benveniste

Legal-Insurance Committee: Mel Gianola  
Bill Trevor

Landscape Committee: Bill Bauder  
Ron Benveniste  
Julie Rollofson  
Bill Trevor

Recreation Committee: