

# **RIDGEWOOD II & III CC&R REVIEW COMMITTEE**

## **OPERATING PROCEDURES**

**Sept 16, 1996**

---

### **PURPOSE**

The CC&R Review Committee shall work to assure compliance with the Covenants, Conditions and Restrictions adopted for Ridgewood II and III. In addition, the Committee shall serve as a contact point for County Agencies such as the Planning, Building, Public Works, Sheriff Departments, etc. The Committee shall also serve to coordinate sources to problems within the Ridgewood II & III area.

### **CC&R REVIEW COMMITTEE**

#### **Members and Terms**

The CC&R Review Committee shall be elected by the Ridgewood II and III parcel owners (see voting rights below) at the Annual Meeting and shall consist of five (5) members one of whom shall serve as chairman. A chairman shall be selected from the CC&R Review Committee members and shall serve for a one year term.

The members shall serve staggered terms as follows: The term for each member shall be for two years. Two members shall be elected on even numbered years and three members shall be elected on odd numbered years. Members may be elected to successive terms, however no member shall serve more than three successive terms.

Members shall serve without compensation.

## **Vacancies**

Vacancies during any term shall be filled by appointment by the remaining members for the rest of the term of the vacating member.

## **Quorum**

Three (3) committee members shall constitute a quorum. Every act or decision made by the majority at which a quorum was present shall be regarded as an act of the CC&R Review Committee.

## **MEETINGS**

### **Review Committee**

CC&R Review Committee meetings shall be called by any committee member whenever matters of importance require consideration by the committee. Owner action requests for the committee must be presented in writing and signed by the requestor(s)

### **Annual**

The date for the Annual Meeting of the owners shall be set by the CC&R Review Committee to be within the month of May each year. Notice of the Annual Meeting shall be mailed to each owner at least fourteen (14) days prior to the date set for the meeting (all owners will be notified in 1997; in the years following, all residents owners shall be notified and non-resident owners who specially request such shall be notified).

### **General**

General meetings must be called whenever six (6) owners present a written request to the Chairman of the CC&R Review Committee.

## **Voting**

Each parcel shall be entitled to cast one (1) vote. Owners of multiple parcels are allowed only one vote. Neither proxy nor cumulative voting shall be permitted. Renter members shall not have voting rights.

At the annual or general meetings, the number owners who attend shall constitute a quorum. Votes may be taken by voice, show of hands or by ballot.