



The information contained within this document represents the resolutions passed by the SCPOA Board over several decades. This compilation of the resolutions may not be complete and has been created by referring to and using all known resolutions that have been located in printed form. Some have been replaced by newer resolutions, so please familiarize yourself with all of them. (If a resolution indicates "Not Found" in parenthesis next to its title then that item could not be located and will be considered void until such time the document is located.)

BOARD RESOLUTIONS, RULES, REGULATIONS AND DATE ESTABLISHED

1. 03/25/1972 Annexation of Unit 6 to SCPOA (PAGE 1)
2. 07/19/1972 SCPOA – Acceptance of Roads in Units 1 through 4 (PAGE 2)
3. 12/14/1974 Subordination of SCPOA Liens of Assessments to VA / Cal-Vet Loan Contracts (PAGE 3)
4. 04/ /1979 Fishing Regulations (PAGES 4 AND 5)
5. 05/ /1979 Guidelines for Investigating Complaints (PAGES 6 AND 7)
6. 05/ /1979 Establish Policy/Membership mailing list (PAGE 8)
7. 05/05/1979 Ownership of Association Roads (PAGE 9)
8. 10/20/1979 Enforcement of Covenants and Restrictions (PAGE 10)
9. 06/04/1980 Non-Board Members Participation in Meetings (PAGE 11)
10. 08/02/1982 Establish Conditions Harvesting of Timber by Members on Their Own Land (PAGE 12)
11. 08/02/1982 (Not Found) Action to be Taken in Investigating Complaints DC&R Violations (PAGE 13)
12. 02/17/1983 Establish Emergency Road Repair Committee (PAGE 14)
13. 04/27/1983 Road Maintenance Priorities (PAGE 15)
14. 07/30/1983 Maintenance of Access Road/Dyer Lake Dam (PAGE 16)
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18. 08/07/1987 (Not Found) Violations of DC&Rs (PAGE 21)
19. 06/26/1995 Commercial Harvesting of Timber (PAGE 22)
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21. 08/ /1997 Manufactured Housing in Swansboro Country (PAGE 24)
22. 04/17/1999 Volunteer Workers Compensation Coverage (PAGE 25)
23. 10/16/2004 Storage Containers (PAGE 26 AND 27)
24. 04/09/2005 Resolution Conducting the Affairs of the Association (PAGE 28 AND 29)
25. 12/09/2006 Related Party Transaction Resolution (PAGE 30)
26. 02/17/2007 Common Area Regulations (PAGE 31)
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28. 02/17/2007 Voting Resolution (PAGES 33 through 42)
29. 02/17/2007 Airport information and Rules (PAGES 43 AND 44)
30. 06/19/2014 Resolution of the Board f Directors with regards to Merging (PAGE 45 AND 46)
31. 11/19/2015 Authorization to Reverse Late Fee (PAGE 47)
32. 03/17/2016 Consent for Emergency Meetings via E-Mail (PAGE 48)
33. 03/17/2016 Retention of Association Documents by Directors and Committees (PAGE 49)
34. 03/15/2018 Amended Airport (01CL) Rules (PAGE 50 through 53)
35. 05/25/2018 Airport Insurance Rider (PAGE 54)
36. 10/26/2018 Airport Rules revised to Airport Information, with updated 01CL info. (Pgs 55-58)

R E S O L U T I O N

IT IS HEREBY RESOLVED that Swansboro Country Unit VI be annexed to previous units of Swansboro Country together with all the rights, duties, and obligations of membership in Swansboro Country Property Owners Association, a non-profit corporation, organized and existing under the laws of the State of California, including, but not limited to streets and other public ways, and other common areas, as shown on the Official Map of Swansboro Country, Unit No. 1, filed in the office of the County Recorder of the County of El Dorado, State of California, on May 13, 1969 in Map Book E, at Page 30, and as dedicated thereon, and as shown and dedicated on the Official Maps of Swansboro Country Unit No. 2, Unit No. 3, Unit No. 4, and proposed Unit No. 5, SUBJECT, HOWEVAIT, to bringing the lands herein described within the scheme of the General Plan of Development of the aforesaid Units by compliance with the requirements, terms, condition and provisions of the By-Laws of Swansboro Country Property Owners Association, and also of the Declaration of Covenants and Restrictions dated May 19, 1969, recorded May 20, 1969, in Book 932, Page 196, covering said Unit No. 1, and all supplementary Declarations of Covenants and Restrictions covering subsequent Units, both recorded and proposed, attention being specifically invited to "Section 7. Additional land may become subject to this Declaration in the following manner:" of the cited Declaration dated May 19, 1969 and also to sub-section (b) thereunder.

Done, at a special meeting of the Board of Directors of Swansboro Country Property Owners Association, Inc., this 25th day of March, 1972.

SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION, INC.

By [Signature]
Chairman

By [Signature]
Secretary

I hereby certify that the foregoing resolution is a full, true, and correct copy of the resolution adopted by the Board of Directors of Swansboro Country Property Owners Association, Inc., at a meeting duly held on the 25th day of March, 1972.

By [Signature]
Secretary (seal)

R E S O L U T I O N

IT IS HEREBY RESOLVED THAT SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION INC., accept the roads in Swansboro Country Units One, Two, Three, and Four for maintenance as provided in Articles of Incorporation, Article II, Para (b) 1, and Article III.

Done, at a special meeting of the Board of Directors, Swansboro Country Property Owners Association Inc., this 19th day of July 1972.

SWANSBORO COUNTRY PROPERTY-OWNERS ASSOC. INC. "L.S."

by

J. M. Bullen

Secretary

December 14, 1974

Department of Veterans Affairs
Of the State of California
1227 "O" Street, P.O. Box 1559
Sacramento, California 95807

RE: Notice of Resolution of Board of Directors of
Swansboro Country Property Owners Association, Inc.
Whereby Association Assessment Liens are Made
Subordinate to Interests of Department under
Cal-Vet Loan Contracts.

Gentlemen:

You are hereby notified that on December 14, 1974, at Placerville, California, at 10:00 A.M., the Board of Directors of Swansboro Country Property Owners Association, Inc. duly met, and on motion duly made and seconded, Adopted the following resolution:

"Whereas the Department of Veterans Affairs of the State of California, under the authority of Article 3 of Chapter 6 of Division 4 of the Military and Veterans Code, make real estate purchase loans available to qualified California veterans under installment land contract; and

"Whereas the Board of Directors consider it desirable and advantageous that such loans be made available to qualified California veterans who desire to become homeowners in this association; and

"Whereas the Department of Veterans Affairs requires that its interests under said contract be made superior to any assessment liens or charges of this association;

NOW THEREFORE IT IS HEREBY RESOLVED, that the assessment liens of this association shall be subordinated to the interests of the Department of Veterans Affairs under its Cal-Vet loan contracts to the same extent that said liens are made subordinate to the liens or charges of first mortgages or first deeds of trust of record, as set forth in the enabling declaration, articles, and/or by-laws of this association.

Very truly yours,

Robert M. Brillisour
Secretary, Swansboro Country Property Owners Association, Inc.

SCPOA Fishing Regulations

The following fishing regulations were adopted by the SCPOA Board of Directors at its regular meeting in April 1979.

Basic Premises:

The major reason for maintaining the lakes for fishing is for recreation, not food production.

Four of the Swansboro Country lakes are suitable for fishing by property owners: Dyer Lake, Trout Lake, Catfish Lake and Bass Lake in our common areas.

The basic usefulness of the lakes as recreational areas is enhanced by stocking them each year.

The original designation of Swansboro Country as a Game Preserve and Wildlife Protection area should be continued and expanded.

The maintenance of the common areas is for the sole use of SCPOA members and their guests. All others will be considered as trespassing.

The entire Swansboro Country area is to be maintained as private property and not for public use.

It is advantageous for the lakes to be designated as "Fish Breeding Lakes" under California State Fish and Game department, and for permits to be issued under SCPOA jurisdiction and SFG direction. State fishing license is not required.

The discharging of firearms in the area should be forbidden as being detrimental.

To implement these premises the following rules were adopted:

1. All State Fish and Game rules for this area be adopted and enforced except as noted on the SCPOA Fishing Permit. Non-compliance subject to warden citation.
2. New fishing permits shall be issued each year in March for the year's duration.
3. Two (2) SCPOA Fishing Permits shall be issued to each lot owner in the subdivision of Swansboro Country.
4. The fishing permits shall be numbered and a record kept to whom issued.
5. The fishing permits are non-transferrable.
6. Lost fishing permits may be reissued upon written request at a charge of \$1 to cover cost.
7. Hunting and fishing and game regulations shall be in effect regarding use and trespass and non-compliance shall be subject to SFG warden citation and SCPOA revocation of privileges to use the common areas.

8. The SCPOA Security Patrol will be a reporting unit for non-compliance.

9. No fish shall be taken out of Swansboro Country.

10. A fishing limit will be set for each day's catch and will be posted at each lake.

11. A fishing moratorium of one month shall be declared each year immediately upon stocking the lakes and a NO FISHING sign posted at each lake to declare the moratorium to be in effect.

12. Signs should be posted at each lake as required by State Fish and Game regulations and safety needs. These include such signs as Trespass, Private Lake, Catch Limit, Fishing by SCPOA Permit Only, and any other signs regarding safety of swimming, boating, etc.

Permanent fish screen outlets shall be constructed and maintained at each lake to be stocked.

No docks, rafts, or permanent floats shall be constructed at any lake in Swansboro, for possible liability involvement, or to disturb the native environment concept.

In addition to these regulations, at the April 1979 regular meeting the Board of Directors adopted a three day fishing week with fishing at Swanboro Lakes permitted on Wednesdays, Saturdays and Sundays only.

Declaration of Covenants and Restrictions - Enforcement

The following report was accepted by the Board of Directors at their regular meeting in May 1979.

Basic Premises:

Swansboro Country is a residential community and as such comes under the general surveillance of the El Dorado County zoning restrictions as well as SCPOA's documents of Covenants and Restrictions. All activities not compatible to these restrictions should be prohibited or restricted.

The order of jurisdictional precedence in legal matters is: National, State, County, SCPOA Articles of Incorporation, SCPOA Declaration of Covenants and Restrictions, and SCPOA By-Laws. The higher order or level of government prevails. However, the order of administration is in reverse order.

In a violation, the inactivity of SCPOA members, committee or Board of Directors does not constitute a waiver. However, certain time limitations do apply and permanent encroachment after three years may be possible. Immediate action is advisable. Trespass may be charged on a day-to-day basis.

Each Swansboro Country Unit has a different set of Covenant and Restrictions requirements which are stated in Amendments to Unit 1 for Units 2, 3 and 4 or have complete sets of D.C.&R.'s for the Unit as in Units 6 and 7.

Documents of Covenants and Restrictions for each unit are available from the SCPOA secretary for a cost fee and may be mailed to the property owner.

The Developer, at present, has architectural control of new building in Swansboro Country and includes a plot plan with proper set backs restrictions as part of his final plan approval.

The obtaining of building permits, the location of wells, percolation tests, septic system approval, etc. are regulated by the County planning, building and health departments. Permits for construction must be obtained from these offices by the individual owner before construction commences.

Violation

The following is a guide as to the steps necessary to correct an infraction or violation.

1. A complaint may be initiated by a resident of Swansboro Country, the Community Standards Committee, or the Board of Directors of SCPOA and should be followed by a letter requesting that the condition in violation be corrected. The letter should state a time limit for the complaint to be corrected.

2. Upon non-compliance at the expiration of the time limit, the matter should be referred to the SCPOA Board of Directors for official action. At this time, an objective determination of the violation should be made. Procedures for this determination should be made by the Board of Directors.

3. If no action is taken by the violator at this step, an attorney should be called into the case and a fifteen-day temporary restraining order be obtained from the court and a hearing on the merits of the violation be made.

4. A Court preliminary injunction should then be obtained and a trial set to obtain a permanent injunction to demand compliance.

Additional Notes:

Reasonable attorney's fees and all court costs should be assigned and collected as part of every legal action.

Damages are available and may be included in the court actions.

SCPOA Mailing List Policy

The following policy was adopted by the Board of Directors at their May 1979 regular meeting.

1. Each request for the SCPOA mailing list must be made in writing and must include:
 - a. The specific one time use to be made of the list and an exact copy of the proposed mailing.
 - b. A commitment that no unauthorized use of the list will be made.
 - c. Assurance that no illegal material, commercial advertising, or non-association political matter will be mailed.
 - d. Agreement that the list will not be duplicated, reduced to labels, transmitted to others, or used for any purpose other than the specified one.

2. The Board of Directors will attempt to maintain the list as complete as possible and keep it current but does not warrant either its completeness or its total accuracy. The Board does not necessarily approve or endorse the material being mailed but cannot refuse to issue a mailing list at cost to members of the Association.
Provided:
 - a. The specified use pertains to association business, welfare and/or related activities in the judgment of the majority of the Board.
 - b. The cost, including all expenses for time materials and transportation as determined by the board and supported by receipted bills, is paid at the time the list is delivered to the requester.

3. The Board reserves the right to refuse the request of members and non-members of the Association whether individuals or organizations if:
 - a. The written request is not accompanied by an exact copy of the material to be mailed.
 - b. The Board believes that the privacy of any individual property owner may be jeopardized by granting the request.
 - c. The Board believes the material does not promote the welfare and betterment of SCPOA or its members.
 - d. The requester and the Board cannot agree on modification of material that is objectionable to the Board. However, any Association member may have access to the Association records during normal business hours to develop a mailing list at his/her own expense and effort when the Board believes it is necessary to refuse to issue such a list. Development of the mailing list by the requester does not relieve him/her of any of the responsibilities and obligations contained in Item I. of this policy.

An SCPOA member may request that his name be omitted from the list by making such a request in writing to the Board.

*Swansboro Country Property
Owners Association
Route 1, Box 1403
Placerville, Ca. 95667*

RESOLUTION

Made this 5th of May 1979 by the Swansboro Country Property Owners Association Board of Directors at their regular monthly meeting to be presented to the El Dorado County Board of Supervisors hearing to be held May 15th.

WHEREAS: A dilemma has arisen regarding the transfer of ownership and maintenance of the roads in Swansboro Country subdivision, and

WHEREAS: The County of El Dorado at present owns fee simple title to these roads, and

WHEREAS: Those property owners with prescriptive rights to ingress and egress to their properties which are contiguous and surrounded by the Swansboro Country Subdivision have a proper legal right to the unrestricted use of existing roads to their properties, and

WHEREAS: These same property owners historically had free access to their properties prior to the Swansboro Country subdivision development, and

WHEREAS: Under the Swansboro Country Property Owners Association, these same property owners do not now pay any monies for the maintenance of the Swansboro Country roads, nor does El Dorado County at present pay any assessments for maintaining roads in this subdivision, therefore

BE IT RESOLVED: That the County of El Dorado Board of Supervisors designate those roads of the Swansboro Country subdivision which will effectively serve these existing ingress and egress rights to those property owners who are contiguous or surrounded by the subdivision as County Roads and assume the maintenance of them in the future as county roads and declare all other Swansboro Country subdivision roads be returned to the Swansboro Property Owners in fee simple title as true private roads.

SIGNED

Ernest Bradford Smith

Ernest Bradford Smith, Chairman
Swansboro Country Property Owners
Association

At a special meeting of the SCPOA Board of Directors on October 20, 1979, the following policy was set up and adopted:

Enforcement of Covenants and Restrictions

All complaints must be made in writing before the board will conduct an investigation.

Careful records must be kept of every action taken.

The following precedural steps were drawn up:

1. Get in writing the who, what, where, when, and why of each case.
2. Investigate the cost involved to handle the case and assess the chances.
3. List alternative actions and choose one. Alternatives to consider include:
 - a. File a case ourselves.
 - b. Turn the case over to an attorney.
 - c. Join with an individual owner's case thus showing our support as an observer or interested party while holding down costs and still letting our position be known.
 - d. Drop the case.

BOARD OF DIRECTORS - RESOLUTION

It is resolved that non-Board members will only be permitted to actively participate in Board meetings under certain specific conditions. These are:

1. If the majority of the Board requests information, suggestions, opinions, or reports from specific individuals.
2. If an individual or group requests an item be placed on the agenda at least two (2) weeks in advance of the next scheduled Board meeting in writing. The written request shall include the topic to be presented, the estimated time required to present the facts supporting the requester's position, and the names of those submitting the request. It will remain the prerogative of the Board of Directors to deny such a request. The Board shall notify the requesters of its majority decision not later than one (1) week in advance of the next regularly scheduled meeting and shall include the item on the agenda of that meeting if the request is accepted.
3. In emergency situations when time factors are critical, non-directors may request any two (2) directors to present the matter to the Board at a special meeting called for the purpose of responding to the emergency. Abuse of this privilege will result in the suspension of the privilege for that individual for the balance of the year.

This resolution shall be in effect starting with the June 14, 1980 meeting and will continue until amended, modified or revoked by another resolution passed by the majority of members of the then functioning Board.

R E S O L U T I O N

- I. A PROPERTY OWNER MAY HIRE A COMPANY OR PERSON TO HARVEST TIMBER FROM HIS/HER LAND IN THE SWANSBORO DEVELOPMENT AREA. THIS COMPANY OR PERSON MAY CUT, REMOVE, AND HAUL TIMBER OVER SWANSBORO ROADS AT NO COST.
- II. HAULING OF LOGS MAY ONLY BE DONE BETWEEN THE MONTHS OF MAY 1 TO NOVEMBER 1.
SPEED LIMITS OF 20 MILES PER HOUR WILL BE STRICTLY ENFORCED.
- III. A TIMBER HARVESTING OR COMMERCIAL PRODUCT COMPANY OR PERSON AND THE LAND OWNER USING SWANSBORO'S ROADS TO HARVEST TIMBER OR PRODUCTS FROM OUTSIDE OUR BOUNDARY MUST GET PERMISSION FROM THE BOARD BEFORE SUCH ACTIVITY BEGINS.
- THE FOLLOWING CONDITIONS WILL BE REQUIRED:
- I. A WRITTEN REQUEST FROM THE PRINCIPAL PARTIES (OWNER OF THE LAND AND COMPANY DOING THE WORK).
- II. A DESCRIPTION OF THE OPERATION CONTAINING THE ANSWERS TO WHO, WHAT, HOW, WHEN, AND WHERE.
- III. THE APPROXIMATE NUMBER OF TRIPS OVER OUR ROADS.
- IV. A WRITTEN CONTRACT WITH THE BOARD INCLUDING:
-A PERFORMANCE BOND OF \$5,000 TO BE FORFEITED IF ROADS ARE NOT REPAIRED.

SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION

By Robert W. Beard Date 8/2/82
President

By [Signature] Date 8/2/82
Vice President

Action to be Taken in Investigating Complaints of DC&R Violations

THE ORIGINAL DOCUMENT CANNOT BE LOCATED

RESOLUTION

It is Resolved that the motion made and passed on Feb. 17, 1983 at the special meeting of the Swansboro Country Property Owners Association Board of Directors (SCPOA BoD) of that date dealing with giving the Road Committee of The Board of Directors the Power of The Board to enter into contracts for emergency road repair up to and including \$1000.00 of expenditure for any one occurrence is rescinded.

It is Resolved that a new Standing Committee of the SCPOA BoD called THE EMERGENCY ROAD REPAIR COMMITTEE is established with repair up to and including \$1000.00 per occurrence; the committee being Duane Peterson and Jerry Scelsi. The contract will be signed by the President or Vice President of SCPOA.

Robert Beard 2/21/83
ROBERT BEARD DATE
Tom Cortland 2/27/83
TOM CORTLAND DATE
Jim Scelsi 2-21-83
JIM SCELSI DATE
Ron Hebold
RON HEBOLD DATE
Rex Langdon 2-23-83
REX LANGDON DATE
Duane Peterson 2/23/83
DUANE PETERSON DATE
Jerry Scelsi 2/23/83
JERRY SCELSI DATE

SWANSBORO COUNTRY PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS

RESOLUTION

It has been voted and approved at the special meeting of the Board of Directors on April 27, 1983, to adopt the following Road Maintenance Proposal.

(These priorities will be adhered to whenever possible)

1. Primary Roads

- a. These are the main arteries of the Association and consist of Buckboard, Dyer, Highgrade, Stope, Lupin, Log Cabin, and Swansboro Roads. These roads will have a first priority for funds.

2. Secondary Roads

- a. These are all other roads in the Association that have an asphalt surface and have a second priority for funds.

3. Unimproved Roads (Public Report)

- a. These roads will be upgraded to gravel or asphalt after home construction begins providing funds are available. These roads have a third priority for funds.

Robert W. Beard 5/7/83
Robert W. Beard Date
President

Rex Langdon 4-17-83
Rex Langdon Date
Member

Ronald Herbold 5-1-83
Ronald Herbold Date
Vice President

Duane Peterson 5/7/83
Duane Peterson Date
Member

Thomas Cortland 5/7/83
Thomas Cortland Date
Member

Jerry Scelsi 5/7/83
Jerry Scelsi Date
Member

James George 5-19-83
James George Date
Member

R E S O L U T I O N

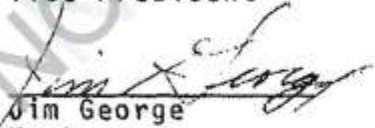
Orval Beckett has been commissioned by the Swansboro Country Property Owners' Association Board of Directors to clear an access road to the fill pipe at the north side of the dam at Dyer Lake. This will enable the Mosquito Volunteer Fire Department tanker truck to enter and fill with water for use in the event of fire.

There will be no cost to the Association for this work, and the road is to be maintained at no cost to the Association. The Mosquito Volunteer Fire Department will assume the cost of maintenance to this access road.

Permission is hereby given to the Mosquito Volunteer Fire Department to proceed with this work. SCPOA is to be held harmless of any accidents or damages that may occur during the performance of this work.

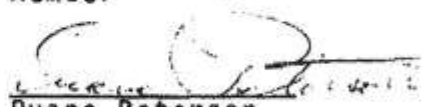

Robert W. Beard
President



Rob Herbold
Vice President


Jim George
Member


Tom Cortland
Member


Rex Langdon
Member

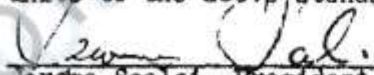

Duane Peterson
Member


Jerry Scelst
Member


SWANSBORO COUNTRY PROPERTY OWNERS' ASSOCIATION
POLICY ESTABLISHED
BY
BOARD OF DIRECTORS
August 7, 1984

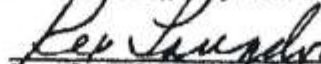
MERGER REQUIREMENTS

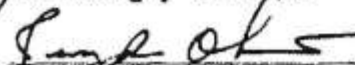
1. It must be determined by legal counsel that the Declaration of Covenants and Restrictions for merging units conform to and coincide with the existing Declaration of Covenants and Restrictions in force for Swansboro Country Property Owners' Association (in total and as individual units). Any costs, current or ensuing, for the development of Declaration of Covenants and Restrictions, for the inspection and verification of conformity of the Declaration of Covenants and Restrictions, and for the recording and filing of the Declaration of Covenants and Restrictions will be borne by the group seeking to merge.
2. All merger costs, such as but not limited to the following:
Legal Fees
Filing Fees
Real Estate Board Fees
Extension of any utility or service to merging area
Survey to determine boundaries
are to be borne by group seeking to merge.
3. The merging group will provide and bear the costs of "Impact Reports" which will disclose the environmental and financial impact of a merger. Such report will disclose and describe common areas, roads, etc. which will be picked up by Swansboro Country Property Owners' Association as a maintenance burden.
4. Roads to be accepted by Swansboro Country Property Owners' Association on the basis of a merger shall be up to or exceed all present El Dorado County requirements for rural subdivisions. Roads to be accepted by Swansboro Country Property Owners' Association on the basis of a merger must meet the requirements of the Road Committee of Swansboro Country Property Owners' Association and be in conformity with the Road Committee's minimum requirements for new roads. All costs to bring roads in merging units to the above standards will be borne by group seeking to merge.


Jerome Scelsi, President



Dave Gallagher, Vice President


Jim George, Director


Rex Langdon, Director


Jerry Okumura, Director


Delores Skinner, Director


Barbara Davidson, Director

RESOLUTION
TRAILERS/MOBIL HOMES AND CONSTRUCTION

BY
BOARD OF DIRECTORS
SWANSBORO COUNTRY PROPERTY OWNERS' ASSOCIATION, INC.

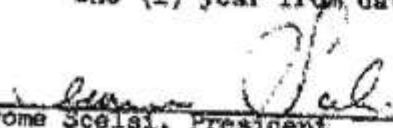
AUGUST 7, 1984

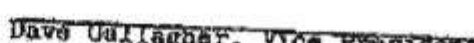
It is hereby RESOLVED THAT SWANSBORO COUNTRY PROPERTY OWNERS' ASSOCIATION, INC., will take the initiative in the enforcement of the Declarations of Covenants and Restrictions:

1. Section 6 of Article VI
(prohibits any building or structures other than a completed residence on any lot and further, bars "tents, trailers, or other temporary habitations . . .")
2. Section 1 (c) of Article VI
(prohibits residences having a ground floor of less than 850 square feet)
3. Section 1 of Article VII
(requires any structure erected or maintained on any lot to be entirely constructed on such lot and not moved there from elsewhere)

It is further hereby RESOLVED THAT SWANSBORO COUNTRY PROPERTY OWNERS' ASSOCIATION, INC., will, due to precedent established by some ten (10) years of acceptance, allow the temporary placement of a trailer/mobil home on any lot for a period of one year during the course of construction. The Swansboro Country Property Owners' Association, Inc., will allow the above one (1) year exception as long as the following requirements are met.

1. A plan of the proposed structure has been approved by the Architectural Committee.
2. A permit for building has been issued by El Dorado County and is current.
3. A TEMPORARY TRAILER/MOBIL HOME PERMIT has been issued by El Dorado County and is current.
4. All requirements of the El Dorado County Health Department are met.
5. No permanent foundation has been placed for the trailer/mobil home
6. Completion of permanent construction takes place within one (1) year from date of initial permits.


Jerome Scelsi, President


Dave O'Leary, Vice President

Additional signatures - over

Jim George
Jim George, Director

Jerry Osamura
Jerry Osamura, Director

Barbara Davidson
Barbara Davidson, Director

Rex Langdon
Rex Langdon, Director

Delores Skinner
Delores Skinner, Director

NOT VALID FOR TITLE TRANSFER



RESOLUTION

NEW ROAD SPECIFICATIONS

For Roads Accepted For SCPOA Maintenance

BY

Board of Directors

Swansboro Country Property Owners' Association, Inc.

SEPTEMBER 29, 1984

It is hereby RESOLVED THAT SWANSBORO COUNTRY PROPERTY OWNERS' ASSOCIATION, INC., will require that any new roads accepted by the Association for maintenance will meet the following requirements BEFORE the roads become the Association's burden.

1. All road widths are to meet or exceed County specifications. Current engineering report is to be provided.
2. All roads are to meet County specification for adequate drainage, i.e., culverts where needed and french drains where needed.
3. Ditching on sides of road is to be lined with 3" or comparable rock on flat surfaces or grades under 10%. Grades over 10%, ditching is to be lined with 6" cobble or comparable.
4. All roads are to have a minimum of 4" of compacted base prior to a double coating of chip and seal. Specifications for chip & seal on general "Road Specification" sheets.
5. All damage to roads because of improper drainage, compaction of soil or base, or inferior workmanship or material will not be repaired by the Association for the first year. Any damage so resulting during the first year will be repaired by and costs borne by the developer or original owner or owners.

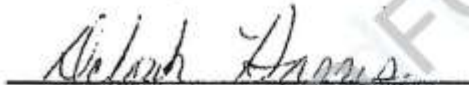
VIOLATIONS OF DC&R'S

ORIGINAL DOCUMENT CANNOT BE LOCATED

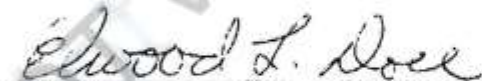
R E S O L U T I O N

SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION'S DECLARATION OF COVENANTS AND RESTRICTIONS ("DC&Rs"), AS THEY CURRENTLY EXIST, PROHIBIT THE COMMERCIAL HARVESTING OF TIMBER PURELY FOR PROFIT. COMMERCIAL HARVESTING OF LUMBER FOR PROFIT DOES NOT INCLUDE THE REMOVAL OF TREES FOR CONSTRUCTION OF A HOME, OR FOR CONSTRUCTION OF ANY AMENITIES ASSOCIATED WITH THE RESIDENTIAL USE OF A HOME, INCLUDING BUT NOT LIMITED TO DRIVEWAYS, PATIOS, DECKS, POOLS, GARAGES, BARNs, FENCES, ETC., OR FOR ANY OTHER PURPOSE THAT IS CONSISTENT WITH THE RESIDENTIAL USE OF AN ASSOCIATION MEMBER'S LOT. THE DC&Rs DO NOT PROHIBIT THE REMOVAL OF DEAD, DYING, OR BUG INFESTED TREES, NOR THE REMOVAL OF TREES NECESSARY TO MAINTAIN THE INTEGRITY OF OTHER TREES ON A LOT. THE DC&Rs ALSO DO NOT PROHIBIT THE REMOVAL OF TREES FOR ANY SAFETY PURPOSES. FURTHERMORE, THE DC&Rs DO NOT PROHIBIT THE SELLING FOR PROFIT OF TREES REMOVED FROM A MEMBER'S LOT FOR A LEGITIMATE PURPOSE.

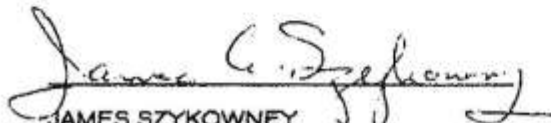

WAYNE MIKEL, PRESIDENT


DEBORAH HARRIS, VICE PRESIDENT


WENDELL BONNER


ELWOOD DOLL


AVA LANDERS


JAMES SZYKOWNEY

MEMORANDUM TO ALL PROPERTY OWNERS

FROM: THE SCPOA BOARD OF DIRECTORS
RE: POLICY OF THE BOARD OF DIRECTORS IN ENFORCING THE DC&R'S
DATE: December 1, 1995

It has come to the Board's attention that some property owners may still not be aware of the Board's policy in responding to complaints in general and regarding DC&R violations. Because the Board cannot be a policing agency, and the cost of an employee to seek out possible violators is exorbitant, we have adopted a policy regarding complaints as follows:

1. Put your complaint in writing and send it to SCPOA, 6770 Sluice Street, Placerville, CA 95667.
2. Include in your complaint the activity, problem or concern you have, the person at whom the complaint is directed (including address), when the problem arose, and any other pertinent information in order to aid the Board in taking action.

If the complaint is one which requires immediate action to avoid injury or damage, the Board will address the issue as soon as possible in order to avoid further injury or damage.

If the complaint does not present a problem which is currently causing injury or damage, the Board will not hold an emergency meeting, but will discuss the complaint at the next regularly scheduled board meeting.

The procedure the Board will follow in addressing the complaints are as follows:

1. Investigate the nature of the complaint.
2. Obtain whatever advice, whether legal or otherwise, as may be necessary to determine the best course of action to be taken.
3. Take whatever action to resolve the issues of the complaint as soon as possible, which may include, but not necessarily, contacting the offending party, the forwarding of the complaint to the appropriate public agency for their action, and/or the filing of a lawsuit.

In some cases, the complaints received by the Board only require a response from the Board to the complainant. These complaints will be addressed by the Board at the next regularly scheduled meeting and, if necessary, a written response will be sent directly to the complainant.

The Board sincerely hopes that this explanation of the Board's policy with regard to complaints will provide all homeowner's with the appropriate policy and procedure. If you have any questions, please feel free to contact the Board in writing.

SWANSBORO COUNTRY PROPERTY OWNER'S
ASSOCIATION BOARD OF DIRECTORS

RESOLUTION OF THE BOARD OF DIRECTORS

WHEREAS, the Swansboro Country Property Owners Association through its Board of Directors is required to enforce the provisions of the recorded Declaration of Covenants and Conditions;

WHEREAS, the Declaration of Covenants and Restrictions recorded May 20, 1969 in El Dorado County, state in Article VII, Section 1., "Any building placed, erected or maintained upon any lot or plot shall be entirely constructed thereon and the same shall not, nor shall any part thereof, be moved or placed thereon from elsewhere.";

WHEREAS, the Association and its Board of Directors was sued by Tony and Francoise Claessens for allegedly allowing a manufactured home to be placed in Unit 9 of Swansboro Country in violation of the DC&R's, which lawsuit was settled with the express provision that the Association would enforce the DC&R's as they relate to Article VII, Section 1;

WHEREAS, the Association has been engaged in a lawsuit against Mark Weiner individually, Street & Weiner and Village Concepts, Inc. for the installation of a manufactured home on lot 179 in Unit 3, which lawsuit has been settled;

WHEREAS, the original developer and the Board of Directors has traditionally interpreted the restriction in Article VII, Section 1, of the DC&R's to restrict the installation of manufactured houses in Swansboro subdivision;

IT IS HEREBY RESOLVED that the Board of Directors interprets Article VII, Section 1, to restrict the installation or construction of manufactured housing in Swansboro Country; that manufactured housing shall mean to include any housing that has affixed a vehicle identification number, or that is transported in halves to a lot within Swansboro; that the Board will enforce Article VII, Section 1, by whatever legal means are available including but not limited to filing suit to remove the offending structure in the Superior Court of El Dorado County.



April 17, 1999

Swansboro Country Property Owners Association
Officers and Board of Directors
Barbara Mikel, President
Robert Castleberry, Vice President
Sharon Hern, Treasurer
Secretary Debra Arsenych
Barbara Atkins, Director
Jo Thomas, Director
Mel Joyner, Director
George Kellison, Director

Hereby declare. After due consideration and deliberation it is resolved and unanimously voted to petition for volunteer workers compensation coverage for association members desiring to do volunteer work on association common areas. The work to be done include installation painting and repair of wooden fences, general gardening (grass trimming, brush removal, weed removal). Repair and painting of picnic tables benches. Cleaning and organizing association maintenance building, mechanical repair and maintenance of tools and equipment owned by the association for the above purposes. Hand crack sealing and painting of parking stripes of asphalt parking areas on common areas.

(2) After due consideration and deliberation it is resolved and unanimously voted to petition for workers compensation classification to provide coverage for a maintenance employee to use rented equipment for the purpose of brush removal, ditching drainage cleanup and trenching along roadways requiring maintenance by Association.

Recorded in the minutes of Board of Directors meeting of April 17, 1999.

STORAGE CONTAINER RESOLUTION

October 16, 2004

WHEREAS the Swansboro Country Property Owners Association (SCPOA) Board of Directors is charged with promoting the common good of the SCPOA, and

WHEREAS this endeavor requires the enforcement of the SCPOA DC&R's, and which undertaking requires, from time to time, the adoption of certain resolutions to accommodate the members' common interests.

NOW THEREFORE it is:

1. RESOLVED that the SCPOA Board of Directors recognizes the need for a temporary installation of one shipping container to be used for the storage of tools and building materials during the construction of a primary residence, provided that all the conditions set forth in this resolution are met.
2. It is further RESOLVED that for purposes of this Resolution a storage / shipping container (the "Container") is defined as a lockable metal enclosure without wheels or axles not to exceed 450 square feet (10'x45') without windows or skylights to be used for storage only.
3. It is further RESOLVED that a written request be submitted to SCPOA for said Container from the property owner or Contractor describing the name, address, phone number, lot number, job site street address, storage container delivery date, project construction date, anticipated construction date completion, and the date the Container will be removed from the job site.
4. It is further RESOLVED that an approval letter from the SCPOA Architectural Committee is submitted as part the request for the Container verifying the submitted plans meet all the requirements for the given unit lot.
5. It is further RESOLVED that as part of the Container request, a copy of a valid and current building permit was issued by the El Dorado County Building Department for said lot on which the primary residence and storage container will be located be submitted.

- 6 It is further RESOLVED that if construction is not completed within one year from the delivery date of said Container, it must be removed from said lot unless a written extension has been approved by the SCPOA Board of Directors.
- 7 It is further RESOLVED that if construction is stopped for more than 120 consecutive days said Container must be removed from said lot.
- 8 It is further RESOLVED that the property owner shall be responsible for any costs associated with the enforcement of this resolution including the removal of said Container.
- 9 It is further RESOLVED that in the event legal proceedings by SCPOA are brought to enforce this resolution, the property owner shall bear all legal expenses including attorney's cost incurred by SCPOA, with respect to such enforcement.

Adopted by the Swansboro Country Property Owners Association Board of Directors

X	<u><i>[Signature]</i></u>	(Director) X	<u><i>[Signature]</i></u>	(Director)
X	<u><i>[Signature]</i></u>	(Director) X	<u><i>[Signature]</i></u>	(Director)
X	<u><i>[Signature]</i></u>	(Director) X	<u><i>[Signature]</i></u>	(Director)
X	<u><i>[Signature]</i></u>	(Director) X	<u><i>[Signature]</i></u>	(President)

**RESOLUTION OF THE BOARD OF DIRECTORS OF
SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION**

The following actions were taken at the meeting of the Board of Directors (the "Board") of Swansboro Country Property Owners Association (the "Association") held on April 9, 2005. The Board finds and resolves as follows:

WHEREAS, the Board holds monthly meetings for the purpose of conducting the affairs of the Association.

WHEREAS, the Association holds an annual membership meeting and other membership meetings from time to time.

WHEREAS, pursuant to Civil Code Section 1363.05(b), the Association's members are entitled to attend all Board meetings which are not held in executive session.

WHEREAS, pursuant to Civil Code Section 1363.05(i), the Association's members are entitled to speak at Board meetings and membership meetings, subject to the Board's obligation to establish a reasonable time limit for all members to speak.

WHEREAS, the Board has long encouraged the Association's members to attend Board meetings and membership meetings and present their views and opinions regarding Association operations to the Board and their fellow members.

WHEREAS, in order to (1) protect the right of each member to express their views at meetings free from intimidation or ridicule, (2) maintain a courteous, respectful and civil atmosphere at meetings, and (3) ensure that Association business is conducted in an orderly efficient manner, prior to January 1, 2004, the Board established certain rules for the conduct of meetings (the "Meeting Rules").

WHEREAS, the Meeting Rules were reaffirmed by resolution of the Board adopted on July 10, 2004.

WHEREAS, pursuant to Civil Code Section 1357.110(a), the Meeting Rules must be in writing.

WHEREAS, because the Meeting Rules do not address any of the subjects listed in Civil Code Section 1357.120(a), the operating rules adoption procedures set forth in Civil Code Section 1357.130 do not apply to the Meeting Rules.

NOW, THEREFORE, IT IS RESOLVED, that the Board hereby amends and completely restates the Meeting Rules as follows:

RULES REGARDING THE CONDUCT OF MEETINGS

1. The video, audio and/or stenographic recording of Board of Directors meetings and of Association membership meetings is prohibited, except by the Association's secretary for the sole purpose of assisting the secretary in preparing accurate and complete minutes of the meetings. The phrase "video, audio and/or stenographic recording" shall include, without limitation, the use of any device to capture still or moving images and/or the use of a court reporter to record the proceedings. The purpose of this prohibition is to ensure that meeting participants are free to express their views and opinions with respect to the Board of Directors and the Association and its affairs free of the intimidating effects caused by such recordings.

2. The Board of Directors shall establish an open member forum for each meeting during which members will be permitted to speak concerning Association affairs. A time limit for each individual to speak will be established for each meeting based on the number of individuals who wish to address the meeting.

3. The agenda established for the meeting will be followed, unless the Board of Directors makes a specific determination otherwise.

4. While every attendee at a meeting will be permitted to express his or her views at an appropriate time, all persons attending the meeting are required to conduct themselves in a courteous, respectful manner recognizing that differences of opinion are normal and acceptable aspects of discussing Association affairs. Without limiting the preceding, personal attacks and commentary will not be tolerated.

I hereby certify that:

- A. I am the Secretary of Swansboro Country Owners Association.
- B. The above Resolution was adopted by the Board of Directors at its meeting held on April 9, 2005.

Dated: April 9, 2005

Lynda Lince
Lynda Lince, Secretary

RELATED PARTY TRANSACTION RESOLUTION

March, 2008

WHEREAS the Swansboro County Property Owners Association (SCPOA) Board of Directors (BOD) is charged with promoting the common good of the association, and

WHEREAS the SCPOA BOD, in the discharge of it's duties, follows all applicable rules and regulations to the best of its abilities, and

WHEREAS the SCPOA BOD, in the discharge of it's duties, desires not to create any appearance of impropriety, even if its actions are within the letter of the law

NOW THEREFORE it is:

1. RESOLVED that the SCPOA BOD will not hire, engage, or otherwise compensate, for monetary or other consideration, any individual, party, company or organization that:
 - a. Is owned, in whole or in part, by any SCPOA BOD member
 - b. Is owned, in whole or in part, by immediate family of any SCPOA BOD member
 - c. Is owned, in whole or in part, by the spouse of any SCPOA BOD member
 - d. Any SCPOA BOD member has a material interest in

Adopted by the Swansboro County Property Owners Association Board of Directors

X	<u>John C. King</u>	(Director)	X	<u>[Signature]</u>	(Director)
X	<u>Theresa Russell</u>	(Director)	X	<u>[Signature]</u>	(Director)
X	<u>[Signature]</u>	(Director)	X	<u>[Signature]</u>	(Director)
X	<u>[Signature]</u>	(Director)	X	<u>[Signature]</u>	(President)

NOT VALID FOR E-TRANSFER



Common Area Regulations

The following regulations for use of the common areas have been enacted by the Board of Directors. This resolution supersedes the SCPOA Fishing Regulations Adopted in April 1979 and all previous resolutions regarding use of the common areas.

1. No one other than Swansboro property owners and guests may use the common areas. All others are trespassing and subject to citation by Sheriff Office.
2. A Swansboro property owner must be physically present to vouch for all guests.
3. No vehicles, including motor boats and trailers, are allowed in the common areas, except at the airport where vehicle access to the airplane parking area and the private hangars is authorized. No vehicles other than aircraft are allowed on the runway.
4. All dogs must be on a leash.
5. The boundaries of the common areas at Bass Lake are very close to the lake and a portion of the shoreline of Calfish Lake is private property. Please respect the privacy of adjacent residents and do not trespass.
6. No docks or permanent floats may be installed at any lake in Swansboro.
7. No one may use the common areas during the time from one hour after sundown until dawn. Camping is not permitted.
8. No fires are permitted except in portable barbecue units or in the metal grills provided by the Association. Violations of CDF fire regulations are likely to result in a citation by the appropriate authority.

FISHING

Four of the SCPOA lakes are suitable for fishing: Dyer Lake, Trout Lake, Catfish Lake and Bass Lake.

The lakes are maintained for recreational fishing only. Any fish which are caught must be immediately released. Compliance with all State Fish and Game rules for this area is mandatory.

Adopted by the Swansboro Country Property Owners Association Board of Directors

X [Signature] (Director) X Wayne Michel (Director)
X [Signature] (Director) X [Signature] (Director)
X Jim Stewart (Director) X _____ (Director)
X [Signature] (Director) X _____ (President)

FEBRUARY 17, 2007

**RESOLUTION OF THE BOARD OF DIRECTORS OF
SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION, INC.**

The following actions were taken at a meeting of the Board of Directors (the "Board") of Swansboro Country Property Owners Association (the "Association") held on February 17, 2007, at which at least a quorum of the Directors were present. The Board finds and resolves as follows:

WHEREAS, the Association seeks to insure that campaigns and elections are conducted efficiently, effectively, fairly and in compliance with California law;

WHEREAS, California Civil Code Section 1363.03, operative July 1, 2006, mandates that common interest development associations adopt detailed rules and procedures relating to the conduct of campaigns and elections;

WHEREAS, the Association's existing election procedures do not address the provisions and procedures mandated by Civil Code Section 1363.03;

WHEREAS, pursuant to Civil Code Section 1357.110(a), the Association's Election Rules must be in writing;

WHEREAS, the Board, with the assistance of its legal counsel, has prepared the Election Rules;

WHEREAS, the Board finds that the Election Rules will comply with the requirements of Civil Code Section 1363.03, California law and the Association's governing documents, and will assist in achieving efficient, effective and fair campaigns and elections;

WHEREAS, the Association has followed the procedures for adopting rules as required by Civil Code Section 1357.100 *et seq.*; and

WHEREAS, the Association has complied with the provisions of its governing documents that pertain to the adoption of rules.

NOW, THEREFORE, IT IS RESOLVED, that the Election Rules, are hereby approved;

IT IS FURTHER RESOLVED, that any previously-adopted election procedures and rules that are in conflict with the Election Rules are hereby immediately repealed;

IT IS FURTHER RESOLVED, that the Board shall, within 15 days following the adoption of these Election Rules, notify every Association Member that the Election Rules have been adopted; and

IT IS FURTHER RESOLVED, that the Board shall act in accordance with the relevant provisions, if any, of the Association's governing documents pertaining to the distribution of rules following their adoption.

CERTIFICATE OF SECRETARY

The undersigned declare that he/she is the duly appointed Secretary of the Association and that the foregoing Resolution of the Board was duly approved at the regular meeting of the Board held on 2-17, 2007, and that said Resolution remains in full force and effect.

Dated: 2/17, 2007

Lynda Lima
(Sign Name)

Lynda Lima, Secretary
(Print Name)

**SWANSBORO COUNTRY PROPERTY
OWNERS ASSOCIATION, INC.**

ELECTION RULES

If this document contains any restriction based on race, color, religion, sex, sexual orientation, familial status, marital status, disability, national origin, source of income as defined in subdivision (p) of Section 12955, or ancestry, that restriction violates state and federal fair housing laws and is void, and may be removed pursuant to Section 12956.2 of the Government Code. Lawful restrictions under state and federal law on the age of occupants in senior housing or housing for older persons shall not be construed as restrictions based on familial status.

**SWANSBORO COUNTRY PROPERTY
OWNERS ASSOCIATION, INC.
ELECTION RULES**

The following Election Rules are adopted in accordance with California Civil Code Section 1357.100 *et seq.* and pursuant to the authority of the Association's governing documents, and are intended to comply with California Civil Code Section 1363.03 and shall apply to elections regarding (1) Assessments, (2) selection of directors, (3) removal of directors, (4) amendments to the governing documents, (5) grants of exclusive use of common area property pursuant to California Civil Code Section 1363.07, and (6) any other matter that may be the subject of a vote of Association Members. Unless the context clearly indicates otherwise, capitalized terms used herein shall have the same meaning as in the Association's governing documents.

Section I Elections Regarding Selection of Directors

This Section I shall apply to elections regarding selection of directors.

A. **Nomination of Candidates.** In addition to any nomination procedures set forth in the Association's Bylaws (except as noted below), Members shall become candidates for election to the Board of Directors as follows: No less than 45 days before the Association mails out the ballot packets, the Association shall send a notice to all Members inviting eligible Members to become candidates for election to the Board (the "Candidate Solicitation Notice"). The Candidate Solicitation Notice, which may be presented in the Association's regular newsletter, shall state all of the following:

1. interested Members must notify the Association, in writing, that they would like to be a candidate;
2. candidates and Members advocating a point of view may, but are not required to, submit a statement (hereafter, "Director Election Statement") which shall not exceed one side of a single 8-1/2 x 11 inch page and which shall be reasonably related to the election, and by submitting a Director Election Statement, the author accepts full responsibility for the content thereof and agrees to indemnify the Association and its agents and representatives for any and all damage arising from and related to any such content; and
3. the written notification of desire to be a candidate and the Director Election Statement must either be mailed, hand delivered or e-mailed to the Association at the address(es) designated by the Board of Directors for that purpose, and must be received by the Association no later than 5:00 p.m. on December 1 of that year, *excepting director elections occurring in 2007 in which notification of desire to be a candidate and the Director Election Statement must be received by the Association no later than the close of the annual membership meeting.* It is each Member's responsibility to confirm that his or her written notification and Director Election Statement were received by the Association.

Each Member who wishes to become a candidate must submit a written notification to the Association indicating the Member's desire to become a candidate. Candidates and Members advocating a point of view may, but are not required to, submit a Director Election Statement which shall not exceed one

side of a single 8-1/2 x 11 inch page and which shall be reasonably related to the election. Any such written notification and any Director Election Statement must either be mailed, hand delivered or e-mailed to the Association at the address(es) designated by the Board of Directors for that purpose, and must be received by the Association no later than 5:00 p.m. on December 1 of that year, *excepting director elections occurring in 2007 in which notification of desire to be a candidate and any Director Election Statement must be received by the Association no later than the close of the annual membership meeting.* It is each Member's responsibility to confirm that his or her written notification and Director Election Statement were received by the Association. Each eligible Member whose written notification is timely received by the Association shall automatically be a candidate. *Excepting director elections occurring in 2007,* there shall be no nominations from the floor at membership meetings.

B. **Qualifications for Candidacy and Election to the Board.** There are no qualifications for candidacy or election to the Board of Directors.

C. **Access to Association Media and Common Area Meeting Space.** The Association shall ensure that the legal requirements set forth in California Civil Code Section 1363.03(a)(1) and (2) are met by implementing the following:

1. Candidates and Members advocating a point of view may, but are not required to, submit a Director Election Statement which shall not exceed one side of a single 8-1/2 x 11 inch page and which shall be reasonably related to the election. All Director Election Statements must be received by the Association prior to 5:00 p.m. on December 1 of that year, *excepting Director Election Statements for the 2007 election which must be received by the Association no later than the close of the annual membership meeting.* The Association shall not edit or redact any content from the Director Election Statements. By submitting a Director Election Statement, the author accepts full responsibility for the content thereof and agrees to indemnify the Association and its agents and representatives for any and all damage arising from and related to any such content. No other access to Association media, newsletters or Internet Web sites shall be provided to any candidate or Member advocating a point of view during a campaign for purposes that are reasonably related to the election.

2. Access to common area meeting space, if any exists, shall be provided during a campaign to all candidates and Members advocating a point of view for purposes reasonably related to the election, at no cost, subject to procedural rules as may be adopted by the Board to assure orderly use of such meeting space.

D. **Content of Ballots.** Each candidate's name shall be included on the official ballot form, listed in alphabetical order by last name. The ballots shall further state all of the following:

1. the number of directors to be elected;
2. the date and time the balloting period will close; and
3. the Board shall have the power to extend the balloting period if sufficient ballots have not been received to establish a quorum.

E. **Distribution of Ballot Packets.** Not less than 30 days prior to the date scheduled for the close of the balloting period, the Association shall mail, via first-class U.S. mail, one ballot packet to each Member. Each ballot packet shall contain all of the following:

1. one official ballot;
2. black-and-white copies of all Director Election Statements timely received by the Association;
3. a statement specifying that the Association was not permitted to edit or redact any content from the Director Election Statements and thus the author of each Director Election Statement, and not the Association, is responsible for the content of his or her Director Election Statement;
4. two sealable envelopes, a smaller (inner) envelope and a larger (outer) envelope; and
5. instructions on how to vote using the two-envelope system.

The smaller envelope shall be marked with the words "Inspector of Election" on the front of the envelope. There shall be no other distinguishing markings on the smaller envelope. The larger envelope shall be pre-addressed to the Inspector of Election at the address specified by the Inspector of Election. The larger envelope shall contain *either* blank lines in the upper left hand corner for the voter to sign his or her name, indicate his or her name, and indicate the address or separate interest identifier that entitles him or her to vote *or* a pre-printed label that indicates the voter's name and the address or separate interest identifier that entitles him or her to vote and contains at least one blank line for the voter to sign his or her name.

F. Rules Regarding Voting Using the Two-Envelope System.

1. The ballot shall not be signed.
2. Once completed, the (unsigned) ballot must be inserted into the smaller envelope and the envelope must be sealed. This sealed envelope containing the completed ballot must then be inserted into the larger (outer) envelope and the envelope must be sealed.
3. In the upper left-hand corner of the larger sealed envelope, the voter shall sign his or her name, indicate his or her name, and indicate the address or separate interest identifier that entitles him or her to vote.
4. The Inspector of Election has the power to invalidate any ballot if the ballot or either envelope does not comply with subparagraphs 1 through 3, above.
5. Once a ballot is cast, it cannot be revoked. A ballot is deemed "cast" when it is received at the location(s) designated by the Inspector of Election.
6. The sealed envelopes shall remain in the custody of the Inspector of Election, or at a location designated by the Inspector of Election, at all times prior to completion of the tabulation process.
7. Unless prohibited by the Inspector of Election, the Association shall be entitled to maintain a log of all envelopes received (the "Envelope Log") and to put all envelopes in the order designated by the Inspector of Election. The envelopes shall not be opened until the Inspector of Election instructs them to be opened.

G. **Balloting Period.** The balloting period shall begin on the date the ballots are distributed and shall close at such time and on such date established by the Board, which shall be not less than 30 days from the date the ballot packets are mailed to the Members. Ballots received after that time will not be accepted or counted.

H. **Inspector of Election.**

1. ***Appointment and Term.*** The Board shall appoint one or three persons to serve as the Inspector of Election. Each Inspector of Election shall serve at the pleasure of the Board until he or she resigns, is discharged by the Board, or submits the completed written "Report of Inspector of Election" to the Board as required by subparagraph (3)(j), below.

2. ***Qualifications.*** The Inspector of Election shall be an independent third party or a person who is currently employed or under contract to the Association for any compensable services, except that no person shall serve as an Inspector of Election if he or she is:

- (i) a member of the Board or a candidate for the Board; or
- (ii) related to a member of the Board or a candidate for the Board.

3. ***Duties and Powers.*** The Inspector of Election shall do all of the following:

- a. specify one or more locations to which the envelopes containing the ballots must be mailed or delivered by hand;
- b. determine the number of memberships entitled to vote and the voting power of each;
- c. determine the authenticity, validity, and effect of proxies, if any;
- d. receive ballots;
- e. hear and determine all challenges and questions in any way arising out of, or in connection with, the right to vote;
- f. count and tabulate all votes;
- g. determine when the polls close, consistent with the governing documents;
- h. determine the tabulated results of the election;
- i. perform any acts as may be proper to conduct the election with fairness to all Members in accordance with California Civil Code Section 1363.03, the California Corporations Code, and all applicable rules of the Association regarding the conduct of the election that are not in conflict with this California Civil Code Section 1363.03; and

j. prior to conclusion of the Board meeting at which the ballots are counted and tabulated, prepare and submit to the Board a written "Report of Inspector of Election" in such format as may be determined or agreed to by the Board.

The Inspector of Election shall perform his or her duties impartially, in good faith, to the best of his or her ability, and as expeditiously as is practical. If there are three Inspectors of Election, the decision or act of a majority shall be effective in all respects as the decision or act of all. The Inspector of Election may appoint and oversee additional persons to verify signatures and to count and tabulate votes as the Inspector of Election deems appropriate, provided that the persons are independent third parties. In addition to the foregoing, the Inspector of Election shall have all powers of an inspector of election as set forth in California Corporations Code Sections 7517 and 7614 and other applicable provision of California law.

I. Opening of Envelopes / Counting and Tabulation of Ballots.

1. No envelope containing a ballot may be opened prior to the time at which the ballots are to be counted and tabulated.

2. Envelopes may only be opened and ballots tabulated if a sufficient number of envelopes exist to meet the quorum requirement for Member action under the governing documents. In the event that there are not enough envelopes to meet the quorum requirement, the Inspector of Election shall not proceed with opening the envelopes and shall notify the Board that a quorum has not been established.

3. The envelopes shall be opened and the ballots shall be counted and tabulated in public, at a properly noticed Board meeting which may, but need not, be scheduled to take place concurrently with the Annual Membership Meeting.

4. Only the Inspector of Election, or individuals designated by the Inspector of Election, shall open the envelopes and count and tabulate the ballots.

5. Members may witness the opening of the envelopes and the counting and tabulation of the ballots.

6. Each ballot envelope received by the Inspector of Election shall be treated as a Member present at a meeting for purposes of establishing quorum.

J. Election Results.

1. The Inspector of Election shall promptly report the tabulated results of the election to the Board. The Board shall record the results in the minutes of the next Board meeting by attaching the Report of Inspector of Election as an exhibit to such minutes and shall make the results available for review by Members.

2. Within 15 days following the close of the balloting period, the Board shall publicize the tabulated results of the election in a communication directed to all Members.

K. Custody, Storage and Retention of Ballots.

1. Immediately after reporting the tabulated results of the election to the Board, the Inspector of Election shall transfer physical custody of the envelopes, Envelope Log, and any tally sheets to the Association. The ballots shall remain in the custody of the Inspector of Election until the time allowed by California Corporations Code Section 7527 for challenging the election has expired, at which time the Inspector of Election shall transfer physical custody of the ballots to the Association.

2. In the event of a recount or other challenge to the election process, the Inspector of Election shall, upon written request, make the ballots available for inspection and review by Members or their authorized representatives. Any recount shall be conducted in a manner that preserves the confidentiality of the vote.

3. After the transfer of the ballots to the Association, the ballots shall be stored in a secure place for at least one year after the date of the Board meeting at which the ballots were counted and tabulated.

Section 2 Elections Regarding Other Specific Matters

This Section 2 shall apply to elections regarding (i) Assessments, (ii) removal of directors, (iii) amendments to the governing documents and (iv) grants of exclusive use common area property pursuant to California Civil Code Section 1363.07.

A. **Access to Association Media and Common Area Meeting Space.** The Association shall ensure that the legal requirements set forth in California Civil Code Section 1363.03(a)(1) and (2) are met by implementing the following:

1. If the Association provides access to Association media, newsletters, or Internet Web sites during a campaign to any Member advocating a point of view for purposes that are reasonably related to the election, then all Members advocating a point of view for purposes that are reasonably related to the election shall have equal access to the forum provided. The Association shall not edit or redact any content from these communications; however, the Association may include a statement specifying that the Member, and not the Association, is responsible for the content of the communication, and that the Association was required by law to publish the communication verbatim, regardless of content.

2. Access to common area meeting space, if any exists, shall be provided during a campaign to all Members advocating a point of view for purposes reasonably related to the election, at no cost, subject to procedural rules as may be adopted by the Board to assure orderly use of such meeting space.

B. **Content of Ballot.** Each ballot shall contain:

1. the identification of the matter that is the subject of a pending Member vote;

2. a statement that the balloting period will close at such time and on such date established by the Board, which shall be not less than 30 days from the date of the ballot packets are mailed to the Members; and

3. a statement that the Board shall have the power to extend the balloting period if sufficient ballots have not been received to establish a quorum.

C. **Distribution of Ballot Packets.** Not less than 30 days prior to the date established by the Board for the close of the balloting period, the Association shall mail, via first-class U.S. mail, one ballot packet to each Member. Each ballot packet shall contain all of the following:

1. one official ballot;
2. two sealable envelopes, a smaller (inner) envelope and a larger (outer) envelope; and
3. instructions on how to vote using the two-envelope system.

The smaller envelope shall be marked with the words "Inspector of Election" on the front of the envelope. There shall be no other distinguishing markings on the smaller envelope. The larger envelope shall be pre-addressed to the Inspector of Election at the address specified by the Inspector of Election. The larger envelope shall contain *either* blank lines in the upper left hand corner for the voter to sign his or her name, indicate his or her name, and indicate the address or separate interest identifier that entitles him or her to vote *or* a pre-printed label that indicates the voter's name and the address or separate interest identifier that entitles him or her to vote and contains at least one blank line for the voter to sign his or her name.

D. **Rules Regarding Voting Using the Two-Envelope System.** See Section 1, Paragraph F of these Election Rules.

E. **Balloting Period.** See Section 1, Paragraph G of these Election Rules.

F. **Inspector of Election.** See Section 1, Paragraph H of these Election Rules.

G. **Opening of Envelopes / Counting and Tabulation of Ballots.** See Section 1, Paragraph I of these Election Rules.

H. **Election Results.** See Section 1, Paragraph J of these Election Rules.

I. **Custody, Storage and Retention of Ballots.** See Section 1, Paragraph K of these Election Rules.

Section 3 General Election / Voting Provisions

This Section 3 shall apply to all member voting matters including, without limitation, elections regarding (i) Assessments, (ii) selection of directors, (iii) removal of directors, (iv) amendments to the governing documents and (v) grants of exclusive use common area property pursuant to California Civil Code Section 1363.07.

A. **Qualifications for Voting.** Only Members are entitled to vote.

B. **Voting Power of Memberships.** The Association has one class of Membership. In director elections, each Member shall be entitled to cast one vote for each vacant seat being filled. In all other matters, each Member shall be entitled to cast one vote for each Lot owned by such Member.

C. **Proxies.**

1. Because voting in elections regarding (1) Assessments, (2) selection of directors, (3) removal of directors, (4) amendments to the governing documents and (5) grants of exclusive use of common area property pursuant to California Civil Code Section 1363.07 (collectively, the "Secret Ballot Topics") are to be conducted by secret ballot in accordance with California Civil Code Section 1363.03(b) and these Election Rules, proxies are not permitted in connection with elections regarding Secret Ballot Topics.

2. The authenticity, validity and effect of proxies with respect to any other member voting matter shall be as set forth in the Association's Bylaws, as such Bylaws may be amended from time to time, and in California law.

NOT VALID FOR TITLE TRANSFER



RESOLUTION FOR AIRPORT RULES

1. **Obstacles exist in all quadrants. Non-standard conditions exist at the Swansboro Airport-use extreme caution.**
2. **Field Elevation – 2594 ft.**
3. **Pattern Altitude – 3400ft. When using Sacramento altimeter setting be aware of possible errors of several hundred feet.**
4. **Traffic Pattern – Every aircraft should be flown in accordance with a standard left traffic pattern. Be aware of rising terrain north through east at the departure end of runway 9, suggest a turn to the south for a go around.**
5. **Communications – Frequency is 122.9. Pilots should announce intentions before takeoff and prior to landing.**
6. **Lights – Runway is currently closed until further notice for night operations. Activate VASI on 122.9 with five clicks on microphone.**
7. **Takeoffs and Landings – If safe, feasible and will conform with normal flow of traffic, land on runway 9 and takeoff on runway 27. All takeoffs shall commence at the end of the runway. Practice takeoffs and landing are permitted for SCPOA members.**
8. **Do Not Blast Parked Aircraft With Your Propeller**
9. **Landing Restrictions – Only SCPOA members and their invited guests shall land at Swansboro Airport.**
10. **Based Aircraft – Anyone wishing to base their aircraft in the designated parking area must be a member of SCPOA. Aircraft will considered to be based if they are parked more than thirty (30) consecutive days or sixty (60) days in a one (1) year period.**
11. **Parking – Members of SCPOA and their guests may park their aircraft in the designated parking area on a first come basis. Parking aircraft in the designated area is done at the sole risk of the owner or operator of the aircraft without liability to, or responsibility of SCPOA or members of the board.**
12. **Unattended Aircraft – No aircraft shall be left unattended on the airport unless properly secured or within a hanger. Owners of aircraft left unattended shall be liable for damage to other aircraft or property resulting from failure to adequately secure or tie down aircraft.**
13. **Commercial Activity – No person shall use Swansboro Airport for any revenue producing activity.**
14. **Maintenance – Engine run-ups not incidental to takeoffs should be done between the hours of 9:00AM and 5:00PM.**

15. **Equipment Requirements** – Every aircraft using Swansboro Airport should be equipped with a fully functional two-way radio.
16. **Accidents** – Any person involved in an aircraft accident on the airport shall report promptly the details of such accident to the SCPOA secretary, FAA and local law enforcement as required. The owner and/or operator shall be responsible for the prompt removal of such damaged aircraft from the runway.
17. **Noise** – No pilot shall operate any aircraft in flight or on the ground in such a manner as to cause unnecessary noise as determined by applicable Federal, State and local laws and regulations.
18. **Restricted Areas** – No person shall enter any restricted area which is posted closed to the public except persons duly authorized by the SCPOA board, law enforcement or fire fighting personnel.
19. **Animals** – No person shall willfully and knowingly permit any animal owned to enter onto the airport unless the animal is leashed or restricted in such a manner as to be under control.
20. **Access to Runway** – All gates leading to the runway must be re-closed if opened for entry.
21. **Refuse** – No person shall place or deposit cans, bottles, or debris of any type on the runway or in the airport area.
22. **Firearms** – No person shall shoot any projectile from a firearm or other device into, on or across any portion of the airport.
23. **Restrictions** – The following are restricted or prohibited from operating on Swansboro Airport except for emergencies: Aircraft weighing over 12,500 pounds, aircraft with a tail skid, hot air balloons, hang gliders or parachute drops. Notwithstanding the above, all aircraft must be operated by a certified pilot.
24. **Aircraft Fueling and Defueling** – No aircraft shall be fueled or defueled while the engine is running or while the aircraft is in a hanger or enclosed space. No smoking shall be permitted within fifty feet of any aircraft.
25. **Vehicle Operations** – No vehicles shall be parked on the runway proper at any time. No vehicle shall travel on any portion of the runway, only off the edge in such a way as not to hinder or obstruct proper runway use.
26. **Liability Insurance** – Each aircraft based at Swansboro Airport should be covered by bodily injury and property damage insurance.
27. **Illegal Activities** – No illegal activities allowed on Swansboro Airport, reference FAR's.

Adopted by the Swansboro Country Property Owners Association Board of Directors

X		(Director)	X		(Director)
X		(Director)	X		(Director)
X		(Director)	X		(Director)
X		(Director)	X		(President)

Date: 5/12/07

**RESOLUTION OF
THE BOARD OF DIRECTORS FOR
SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION
(ASSESSMENTS ON MERGED LOTS)**

The following action was taken at the duly held meeting of the Board of Directors of Swansboro Country Property Owners Association (the "Association") at which a quorum of Directors was present:

WHEREAS, the Association is a nonprofit mutual benefit corporation created to manage the subdivision known as Swansboro and located in the County of El Dorado, State of California (the "Development");

WHEREAS, several Owners have purchased and merged adjoining lots either officially through lot line adjustments or unofficially through "parcel request changes";

WHEREAS, to date, Owners having purchased and merged adjoining lots officially via lot line adjustment or unofficially via parcel request change have paid the assessment for only one lot;

WHEREAS, the merger of lots and the payment of only one assessment has adversely affected the Association reserve and operating accounts, which is unfair to the remaining Owners in the Development who must make up the difference in the lost assessments;

WHEREAS, the Association wishes to adopt a uniform policy for assessments of merged lots from this point forward in order to ensure the long term viability of the Association and its operating and reserve funds;

NOW, THEREFORE, IT IS RESOLVED, that the Association has determined that all current owners of lots which are merged via lot line adjustment prior to the date of this resolution will continue to pay one assessment for the merged lot.

NOW, THEREFORE, IT IS FURTHER RESOLVED, that the Association has determined that any current owner who has performed a parcel request change and is only paying one assessment for the merged lot as of the date of this resolution must officially merge lots via lot line adjustment before December

1, 2014 and continue to pay only one assessment for the merged lots.

NOW, THEREFORE, IT IS FURTHER RESOLVED, that the Association has determined that any current owner who has either not completed a parcel request change as of the date of this resolution, or has performed a parcel request change but fails to perform a lot line adjustment merging their lots before December 1, 2014, will be responsible for paying the assessments on each lot owned beginning on March 1, 2015.

NOW, THEREFORE, IT IS FURTHER RESOLVED, that only owners of lots as of the date of this resolution will be permitted to pay a single assessment for merged lots.

CERTIFICATE OF ADOPTION

I hereby certify that:

- A. I am the Secretary of Swansboro Country Property Owners Association.
- B. The foregoing Resolution was adopted by the vote of a majority of Directors effective June 19, 2014.

Lynda Lima

Lynda Lima, Secretary

**RESOLUTION OF
SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION**

Re: Authorization to Reverse Late Fee

WHEREAS, the Swansboro Country Property Owners Association ("the Association") is a California Corporation duly organized and existing under the laws of the State of California.

WHEREAS, in accordance with the Association's Assessment Collection Policy, all regular annual assessments are due, in on the first day of March and are delinquent if not paid in full and received by mail within thirty (30) days of the due date.

WHEREAS, in accordance with the Association's Assessment Collection Policy, a late fee will be added monthly to the outstanding and delinquent amounts.

WHEREAS, the Board of Directors is authorized to make decisions they believe are in the best interests of the Association

NOW, THEREFORE, the Board of Directors hereby adopts the following resolution by and on behalf of the Swansboro Country Property Owners Association:

RESOLVED, that the Board of Directors authorizes The Management Trust, upon receipt of a written request from the Owner and management review of the account history, to reverse one (1) assessed late fee/cost of collection within a twelve (12) month period provided the assessment for which the late fee was charged has been received and posted to the Owner's account.

This resolution is adopted and made a part of the minutes of the meeting of
11-19-2015.

By: Connelly J. Peracio
(Resident)

Attested: _____
(Secretary)

**RESOLUTION OF
SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION**

Re: Consent for Emergency Meetings via Email

WHEREAS, the Swansboro Country Property Owners Association is a California Corporation duly organized and existing under the laws of the State of California,

WHEREAS, in accordance with Civil Code §4910, Notwithstanding Section 7211 of the Corporation Code, the Board of Directors shall not conduct a meeting via a series of electronic transmissions, including, but not limited to, electronic mail, except as specified: Electronic transmission may be used as a method of conducting an emergency meeting if all members of the Board individually or collectively, consent in writing to that action, and if the written consent or consents are filed with the minutes of the meeting of the Board,

WHEREAS, the Board of Directors agree that should the need arise, they consent to the conducting of an emergency electronic (email) meeting,


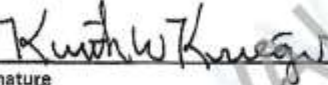


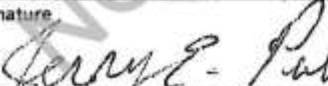

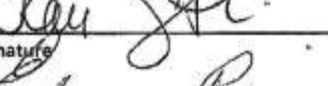
WHEREAS, the Board of Directors understands that time is of the essence if an emergency meeting is required,

NOW, THEREFORE, the Board of Directors hereby adopts the following resolution by and on behalf of the Swansboro Country Property Owners Association.

RESOLVED, that this resolution shall stand as the collective written consent as required under Civil Code §4910, to allow an emergency meeting via electronic transmission (email) for the 2016-2017 calendar year.

ALSO, BE IT FURTHER RESOLVED, that action by the Board of Directors via electronic transmission shall be approved only by a unanimous vote of the Directors.

This resolution is adopted and made a part of the minutes of the meeting of 03/17/2016.

x <u></u> Signature	<u>Kim Purcell</u> Print Name	<u>Vice President</u> Title
x <u></u> Signature	<u>Keith Krieger</u> Print Name	<u></u> Title
x <u></u> Signature	<u>ROGER M. STENBOCK</u> Print Name	<u>PRESIDENT</u> Title
x <u></u> Signature	<u>Mari Miller</u> Print Name	<u></u> Title
x <u></u> Signature	<u>Jerry E. Pullin</u> Print Name	<u>DIRECTOR</u> Title
x <u></u> Signature	<u>Kari Guthrie</u> Print Name	<u>Secretary</u> Title
x <u></u> Signature	<u>Eileen Reiser</u> Print Name	<u>Treasurer</u> Title

Rev. 010214

**RESOLUTION OF
SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION**

Re: Policy re Retention of Association Documents by Directors and Committee Members

WHEREAS, the Swansboro Country Property Owners Association ("the Association") is a California Corporation duly organized and existing under the laws of the State of California; and

WHEREAS, the Board members receive, as part of their role as Directors, information, much of which is confidential, or potentially confidential, regarding the business of the Association, including legal documents, owner account information, and other documents to substantiate Board action; and

WHEREAS, the Board believes it is in the best interest of the Association as a whole to remove such desires to reduce the amount of potentially confidential documentation not in the direct control of current Directors; and

WHEREAS, the Board of Directors is authorized to make determinations with respect to the conduct of its meetings and activities of its Directors, provided that those determinations conform to the California Civil Code and are, in the Board's judgment, in the best interests of the Association;

NOW, THEREFORE, the Board of Directors hereby adopts the following Resolution as an ongoing Policy of the Board on behalf of the Swansboro Country Property Owners Association:

RESOLVED, that the Board of Directors adopts the following Standards of Conduct with respect to retention of Board meeting documentation:

- 1) Board Members, Committee Chairs and Committee members will return all meeting documentation to the current Board of Directors and/or to the Association's management agent within 30 days from the end of their Term in that capacity.**
- 2) All such documentation returned to the Board and/or management will be shredded and properly disposed of to a recognized recycling center.**
- 3) Attendance at meetings is restricted to members of the Swansboro Country Property**

This resolution is adopted and made a part of the Minutes of the meeting of
03-17-2016.

By: 
(President)

Attest: 
(Secretary)



BOARD of DIRECTORS

President: Roger Stenbock
Vice President: Debbie Harris
Treasurer: Jerry Pullin
Secretary: Connell Persico
Director: Gordon Smith
Director: Scott Butler
Director: Paul Beacham

SWANSBORO AIRPORT (01CL) RULES

Amended 3/15/18

This information is published by the Swansboro Country Property Owners Association (SCPOA) Board of Directors. All pilots are reminded that they must abide by all Federal, local and SCPOA laws and regulations when operating in and near the vicinity of 01CL. Particular attention must be given to §91.103 - Preflight action. §91.13 - Careless or reckless operation. §91.119 - Minimum safe altitudes and §91.303 - Aerobatic flight. IMPORTANT INFORMATION SWANSBORO AIRPORT (01CL) FAA info as of July 20, 2017 YOU MUST MAKE YOURSELF FAMILIAR WITH THIS INFORMATION (§91.103)

1. AIRPORT INFORMATION

Compiled from: <http://www.airnav.com/airport/01cl> and <http://www.01cl.com/info/>

- a. FAA Identifier: 01CL Lat/Long: 38-47-59.6480N / 120-44-03.7520W 38-47-994133N / 120-44-062533W 38.7999022 / -120.7343756
- b. Elevation: 2594 ft. / 791 m (estimated) Variation: 16E (1985) From city: 4 miles NE of PLACERVILLE, CA Time zone: UTC -7 (UTC -8 during Standard Time) Zip code: 95667
- c. Airport Operations Airport use: Private use. Permission required prior to landing
- d. Activation date: 10/1969
- e. Control tower: no ARTCC: OAKLAND CENTER FSS: RANCHO MURIETA FLIGHT SERVICE STATION
- f. Attendance: UNATTENDED Wind indicator: yes Segmented circle: no Lights: NSTD VASI RY 09 - 122.9. Airport Communications: WX AWOS-3 at PVF (5 nm S): 128.125 (530-622-5698) WX AWOS-3 at AUN (19 nm NW): 119.375 (530-888-8934)
- g. Nearby radio navigation aids: VOR radial/distance VOR name HNW 352/4.6 Freq.:115.5
- h. Airport Services Airframe service: NONE Power-plant service: NONE
- i. Runway Information: Runway 9/27 Dimensions: 3100 x 50 ft. / 945 x 15 m Surface: asphalt/treated SLURRY SEAL Runway edge lights: None
- j. Runway edge markings: REFLECTORS FULL LENGTH OF RWY ON BOTH SIDES.
- k. RUNWAY 9 - 27 Traffic pattern: left, displaced threshold: 500 ft.
- l. Obstructions: 100 ft. hill, 1320 ft. from runway

2. Airport Ownership and Management:

- a. Privately-owned Owner: SWANSBORO CTY PROPERTY OWNERS ASSN PO BOX 1459 FOLSOM, CA 95763-1459 Phone 530-621-0309
- b. Manager: Roger Stenbock SWANSBORO CTY PROPERTY OWNERS ASSN C/O THE MGMT TRUST PO BOX 1459 FOLSOM, CA 95763-1459 Phone (916) 985-3633

3. Additional Remarks:

- a. NO NIGHT LANDINGS. RY 09 2 BAR VASI. Instrument Procedures: There are no published instrument procedures at 01CL.

- b. Parking: Tie downs are available on the Southeast end of the runway on a first come basis, some have ropes in place.
- c. Aircraft must be secured if not attended.

4. Additional Notes:

- a. Go Around's - Turnout to the South is recommended due to rising terrain to the North and East
Usual operations - Land on 9, takeoff on 27. Be aware that when landing on 9 you may have a tailwind. The pilot in command is responsible for making the decision on the most appropriate runway to land on depending on conditions. Winds can be gusting and changeable in direction very abruptly and can be opposite at each end of the runway.

5. Airport related Events

- a. Anyone else planning an event using the runway or any facility at 01CL must operate in full compliance with all applicable FAA CFRs, local and SCPOA rules.
- b. Do not make unnecessary low passes. Low pass maneuvers not required for normal flight are not permitted.
- c. Avoid low level high speed flyovers over the neighbors' property near the airport, including any intentional maneuver involving an abrupt change in an aircraft's attitude, an abnormal attitude, or abnormal acceleration, not necessary for normal flight.
- d. Consider your guests' piloting experience and qualifications. Inform your guests that 01CL is a mountainous airport. Wind conditions in the late afternoon can be challenging and the favored runway may be determined more by wind conditions than slope. Go around maneuvers must be done correctly. Stay clear of the active runway and obstruction free areas.
- e. The host shall check in with the SCPOA Board or Airport Manager at least fourteen (14) days prior to the event to address any questions or concerns.

6. SPECIAL EMPHASIS - FAA REGULATIONS

- a. §91.103 Preflight action. Each pilot in command shall, before beginning a flight, become familiar with all available information concerning that flight....
- b. §91.13 Careless or reckless operation. (a) Aircraft operations for the purpose of air navigation. No person may operate an aircraft in a careless or reckless manner so as to endanger the life or property of another....
- c. §91.119 Minimum safe altitudes: General. Except when necessary for takeoff or landing, no person may operate an aircraft below the following altitudes: (a) Anywhere. An altitude allowing, if a power unit fails, an emergency landing without undue hazard to persons or property on the surface. (b) Over congested areas. Over any congested area of a city, town, or settlement, or over any open air assembly of persons, an altitude of 1,000 feet above the highest obstacle within a horizontal radius of 2,000 feet of the aircraft. (c) Over other than congested areas. An altitude of 500 feet above the surface, except over open water or sparsely populated areas. In those cases, the aircraft may not be operated closer than 500 feet to any person, vessel, vehicle, or structure...
- d. §91.303 Aerobatic flight. No person may operate an aircraft in aerobatic flight— (a) Over any congested area of a city, town, or settlement; a Over an open air assembly of persons;... b For

the purposes of this section, aerobatic flight means an intentional maneuver involving an abrupt change in an aircraft's attitude, an abnormal attitude, or abnormal acceleration, not necessary for normal flight.

Unmanned Aircraft System (UAS)

1. Regulations:

- a. Before operating your UAS, you need to become familiar with Title 14 Part 107 of the Code of Federal Regulations (the Regulations) as it pertains to the air traffic and general operating rules of UAS. A small UAS is classified by the FAA by two criteria:
- b. The unmanned aircraft must weigh less than 55 pounds, and;
 - i. It must be operated without the possibility of direct human intervention from within or on the aircraft. The regulations are intended for civil small unmanned aircraft systems operating in the national airspace system for purposes other than hobby or recreation. However, even if operating your UAS for hobby or recreation, you must abide by all applicable Regulations. As a UAS owner, you must register your aircraft if it meets the following criteria:
 - ii. Weighs greater than 0.55 pounds but less than 55 pounds, and; 2. Will be operated under the provisions of Title 14 CFR Part 107. If you plan on operating your UAS aircraft for commercial purposes, such as an aerial photography business, you are required to obtain a Remote Pilot Certificate with a small unmanned aircraft system rating and adhere to the Regulations. Just as in the operation of a conventional non-UAS aircraft, the Pilot in Command (PIC) has the final authority and responsibility for the operation and safety of the small unmanned aircraft system.

2. Airspace Safety

- a. If you plan to fly your UAS within the airspace of 01CL (Swansboro Airport), ensure that the operation poses no undue hazard to people, aircraft, or property in the event of a loss of control of the aircraft for any reason and you must be in compliance with all applicable provisions and Regulations.
 - i. Your airport manager requires that, in addition to complying with all the applicable Regulations, you do the following:
 - ii. Become familiar with the limits of the 01CL airspace. Consult the pertinent aviation aeronautical charts. These are available on line from a variety of online flight planning sources.
 - iii. Become familiar with the SCPOA airport policy. It is available at <https://www.scpoa.info>
 - iv. If possible, inform the airport manager or SCPOA manager of your intended operation
 - v. Consider using a portable aviation radio to monitor the Common Traffic Advisory Frequency (CTAF) on 122.9 MHz and announce your intentioned operation to other nearby aircraft. For example (when using the runway), "Swansboro traffic, UAS N123 departing runway 27, maneuvering approximately 1 mile east at approximately 300 AGL feet". When your operation is complete, announce it as well.

3. Visual Observer

- a. Some operations may require a visual observer (VO) as a crew member. The role of the VO is to alert the crew of potential hazards in the air or on the ground. The use of a VO is optional. The PIC may use one or more VOs to supplement situational awareness and visual line of sight responsibilities. If using one or more VOs, the PIC must ensure:
- b. Each VO is positioned in a location where he/she is able to maintain continuous visual line of sight.
- c. Each VO possesses a means to effectively communicate the UAS position and the position of other aircraft to the PIC and the person manipulating the controls.

For further information, contact the FAA Unmanned Aircraft Systems at <https://www.faa.gov>, or one the many excellent aviation educational resources.

<end>

MOTION REQUIRING AIRPORT INSURANCE RIDER

WHEREAS Civ. Code §4360(a) requires the board to provide notice at least 30 days before adopting or amending an Operating Rule; and

WHEREAS the Board of Directors (the Board) has a duty to protect the Swansboro Country Property Owners Association (the Association) and its airport (01CL) common area, and

WHEREAS certain activities may not be covered by the Association insurance. NOW THEREFORE the Association moves to adopt the following Rule:

1. (1) To require the organizer of any event to submit an event plan to the Association when: (a) the number of attendees exceeds twenty (20) individuals, and (b) the planned event requires the use of the airport common area property, which includes, but is not limited to, the runway surface and apron(s) adjacent to the runway. Use includes, but is not limited to, aircraft landing and departure, persons and vehicles; and
2. (2) if the conditions in paragraph (1) above substantially exist, the event organizer shall provide a written notice and an event plan to the Association at least forty-five (45) calendar days prior to the planned event; and
3. (3) the Association may require the event organizer to provide additional insurance naming the Association as an additional insured. The Association may also require other conditions to be met.

(Motion passed May 25, 2018)



SWANSBORO AIRPORT (01CL) FORMATION AS OF OCTOBER 16, 2018

This information is provided by the Swansboro Country Property Owners Association (SCPOA) Board of Directors. All pilots are reminded that they must abide by all applicable Federal, state, and local laws and regulations when operating in and near the vicinity of 01CL.

Particular attention must be given to

§91.103 - Preflight action. §91.13 - Careless or reckless operation. §91.119 - Minimum safe altitudes and §91.303 - Aerobatic flight. IMPORTANT INFORMATION SWANSBORO AIRPORT (01CL) FAA info as of July 20, 2017 YOU MUST MAKE YOURSELF FAMILIAR WITH THIS INFORMATION (§91.103)

1. AIRPORT INFORMATION

<http://www.airnav.com/airport/01cl> (compiled from)

- a. **FAA Identifier:** 01CL Lat/Long: 38-47-59.6480N / 120-44-03.7520W 38-47.994133N / 120-44.062533W 38.7999022 / -120.7343756
- b. **Elevation:** 2594 ft. / 791 m (estimated) Variation: 16E (1985) From city: 4 miles NE of PLACERVILLE, CA Time zone: UTC -7 (UTC -8 during Standard Time) Zip code: 95667
- c. **Airport Operations Airport use:** Private use. Prior permission needed.
Only SCPOA members and their invited guests shall land at Swansboro Airport.
- d. **Activation date:** 10/1969
- e. **Control tower:** no ARTCC: OAKLAND CENTER FSS: RANCHO MURIETA FLIGHT SERVICE STATION
- f. **Attendance:** UNATTENDED Wind indicator: yes Segmented circle: no Lights: NSTD VASI RY 09 - 122.9. Airport Communications: WX AWOS-3 at PVF (5 nm S): 128.125 (530-622-5698) WX AWOS-3 at AUN (19 nm NW): 119.375 (530-888-8934)
- g. **Nearby radio navigation aids:** VOR radial/distance VOR name HNW 352/4.6 Freq.:115.5
- h. **Airport Services Airframe service:** NONE Power-plant service: NONE
- i. **Runway Information:** Runway 9/27 Dimensions: 3100 x 50 ft. / 945 x 15 m **Surface:** asphalt/treated SLURRY SEAL Runway edge lights: None
- j. **Runway edge markings:** None
- k. **Runways:** 9 - 27 Traffic pattern: left, displaced threshold: 500 ft.

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I. **Obstructions:** 100 ft. hill, 1320 ft. from runway, Obstacles exist in all quadrants. Rapidly rising terrain east and north

2. Airport Ownership:

a. **Privately-owned:** SWANSBORO CTY PROPERTY OWNERS ASSN, PO BOX 1459, FOLSOM, CA 95763-1459. Phone (916) 985-3633. This is Swansboro's management company. [Call for referral to local pilot for area information and local conditions briefing.](#)

3. Additional Remarks:

- a. **NO NIGHT LANDINGS.** RY 09 2 NSTD BAR VASI. Instrument Procedures: There are no published instrument procedures at 01CL.
- b. **Parking** Tie downs are available on the Southeast end of the runway on a first come basis, some have ropes in place. Anyone wishing to base their aircraft in the designated parking area must be a member of SCPOA. An aircraft will be considered to be based if it is parked more than thirty (30) consecutive days or sixty (60) days in a one {1} year period
- c. Aircraft must be secured if not attended.

4. Additional Notes:

- a. Go Around's - Turnout to the South is recommended due to rising terrain to the North and East Usual operations - Land on 9, takeoff on 27. Be aware that when landing on 9 you may have a tailwind. The pilot in command is responsible for making the decision on the most appropriate runway to land on depending on conditions. Winds can be gusting and changeable in direction very abruptly and can be opposite at each end of the runway.
- b. Consider your guests' piloting experience and qualifications. Inform your guests that 01CL is a mountainous airport. Wind conditions in the late afternoon can be challenging and the favored runway may be determined more by wind conditions than slope. Go around maneuvers must be done correctly. Stay clear of the active runway and obstruction free areas.

5. Unattended Aircraft: No aircraft shall be left unattended on the airport unless properly secured or within a hanger. Owners of aircraft left unattended shall be liable for damage to other aircraft or property resulting from failure to adequately secure or tie down the aircraft.

6. Commercial Activity: No person shall use Swansboro Airport for any revenue producing activity.

7. Maintenance: Engine run-ups not incidental to takeoffs should be done between the hours of 9:00 a.m. and 5:00 p.m.

8. Equipment Requirements: Every aircraft using Swansboro Airport should be equipped with a fully functional two-way radio.

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9. Accidents: Any person involved in an aircraft accident on the airport shall report promptly the details of such accident to SCPOA c/o **The Management Trust** (916) 985-3633 and FAA and local law enforcement as required. The owner and/or operator of the aircraft shall be responsible for the prompt removal of the resulting damaged aircraft from the runway.

10. Noise: No pilot shall operate any aircraft in flight or on the ground in such a manner as to cause unnecessary noise as determined by applicable Federal, State and local laws and regulations.

11. Animals: No person shall willfully and knowingly permit any animal to enter onto the airport unless the animal is leashed or restricted in such a manner as to be under control.

12. Access to Runway: All gates leading to the runway must be re-closed if opened for entry.

13. Firearms: No person shall shoot any projectile from a firearm or other device into on or across any airport area.

14. Restrictions: The following are restricted or prohibited from operating on Swansboro Airport, except for emergencies: (a) Aircraft weighing over 12,500 pounds; (b) Aircraft with a tail skid; (c) Hot air balloons; (d) Hang gliders; (e) Parachute drops. Notwithstanding the above, all aircraft must be operated by a certified pilot.

15. Aircraft Fueling and Defueling: No aircraft shall be fueled or defueled while the engine is running or while the aircraft is in a hanger or enclosed area.

16. Smoking: No smoking shall be allowed within fifty (50) feet of any aircraft.

17. Vehicle Operations: No vehicles shall be parked on the runway proper at any time. No vehicle shall travel on any portion of the runway, only off the edge in such a way as not to hinder or obstruct proper runway use.

19. Liability Insurance: Each aircraft based at Swansboro should be covered by bodily injury and property damage insurance.

Unmanned Aircraft System (UAS/Drones)

1. Regulations:

- a. Before operating your UAS, you need to become familiar with Title 14 Part 107 of the Code of Federal Regulations (the Regulations) as it pertains to the air traffic and general operating rules of UAS. A small UAS is classified by the FAA by two criteria:
 - b. The unmanned aircraft must weigh less than 55 pounds, and;
 - i. It must be operated without the possibility of direct human intervention from within or on the aircraft. The regulations are intended for civil small unmanned aircraft systems operating in the national airspace system for purposes other than hobby or recreation. However, even if

operating your UAS for hobby or recreation, you must abide by all applicable Regulations. As a UAS owner, you must register your aircraft if it meets the following criteria:

ii. Weighs greater than 0.55 pounds but less than 55 pounds, and; 2. Will be operated under the provisions of Title 14 CFR Part 107. If you plan on operating your UAS aircraft for commercial purposes, such as an aerial photography business, you are required to obtain a Remote Pilot Certificate with a small unmanned aircraft system rating and adhere to the Regulations. Just as in the operation of a conventional non-UAS aircraft, the Pilot in Command (PIC) has the final authority and responsibility for the operation and safety of the small unmanned aircraft system.

2. Airspace Safety

- a. If you plan to fly your UAS within the airspace of 01CL (Swansboro Airport), ensure that the operation poses no undue hazard to people, aircraft, or property in the event of a loss of control of the aircraft for any reason and you must be in compliance with all applicable provisions and Regulations.
- i. Your airport manager requires that, in addition to complying with all the applicable Regulations, you do the following:
 - ii. Become familiar with the limits of the 01CL airspace. Consult the pertinent aviation aeronautical charts. These are available on line from a variety of online flight planning sources.
- iii. Become familiar with the SCPOA airport policy. It is available at <https://www.SCPOA.INFO>

3. Keep in mind

- a. Always, always, use common sense!
- b. It is strongly recommended not to fly near the airport, its runway, or its takeoff/landing patterns. You are bound by FAA regulations when using a drone!
- c. Any and all incidents involving a liability situation will be your (the drone owner/operator) responsibility!
- d. Use this link for UAS/drone information from the FAA. https://www.faa.gov/uas/where_to_fly/

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