



Clear Lake Keys Property Owner's Association

POA Board Business Meeting Draft Minutes

May 18, 2021 at 5:00 pm

Meeting will be held at the Keys Club & via Zoom

MEETING RULES

Audio or video recording is not allowed by attendees. The Secretary will record the meeting and this recording will be kept for content backup of the meeting minutes, and to aid in the preparation of the minutes. As provided in the "Open Meeting Act", members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Attendees may address issues during the "Open Forum" portion of the meeting. Attendees may not engage in obscene gestures, shouting, profanity or other disruptive behavior. If attendees become disruptive, they may be expelled from the meeting.

Face Masks Recommended. Please Practice Social Distancing

Anyone interested in attending via Zoom, please contact info.keyspoa@gmail.com with your RSVP request.

1. Meeting called to order by: Andrew B. at: 5:07 p.m.

2. Pledge of Allegiance

3. Roll call of Board Members:

President: Andrew Basurto	X	Director: OPEN	
Vice Pres: Kathy Meister	X	Director: Mary King	X
Treasurer: Debbie Changnon	X	Director: Sally West	E/A
Secretary: Heidi Aragon	X	Members and Visitors:	8

4. Consent Agenda:

Approve New Board Member: It has become necessary to replace Dave Bligh who resigned his board directorship on April 2, 2021. It has been suggested Dana Moore be nominated for Dave's replacement. The POA board is required to approve or disapprove Dana's nomination. **4 yes, 1 no, MSP**

- Approve POA Board meeting minutes from Jan 19, 2021 **MSP**
- Approve POA Board Treasure's Report from March 16, 2021 **MSP**
- Approve additional expenditure for the cost of the CCTV system for Eric Jensen. Eric is requesting an additional increase of \$253.47 or a portion of it, to the already \$1000.00 approved previously. **MSP**
- Approve expenditure for cost to weld a crack in Harvester Hull. This is the first step in the process of completing a Hull pressure test. The cost to hire a licensed welder not to exceed \$1500.00. **MSP**

Discussion: It is the recommendation of the Channel Improvement Committee (CIC) to move forward with performing a pressure test of the current Harvester's hull. A pressure test would locate any additional holes in the hull giving us a better idea how bad the hull really is.

It is also the recommendation of the CIC to try and extend the life of our current Harvester for another 1 to 2 years. This would buy us time to locate a replacement Harvester, improve the resale value of our current Harvester by advertising it as a working Harvester and build up our existing funds to go toward a replacement.

5. **Treasurer's Report:** Clear Lake Keys POA, Treasurer's Report

May 18, 2021

(Use for June 2021 Membership Meeting)

1. The period March/April 2021 end financials are as follows:

- Total Cash on Hand is: \$343,415.97
- Total amounts in the Reserve Funds are:
 - Algae Removal Fund \$63,336.18
 - Channel Improvements Fund \$47,214.42
 - Asset Replacement Fund \$101,128.70

- Net Income for this period was \$25,521.12

***Quick Books Update: I met with our CPA on May 12, 2021. We are now current on the necessary changes & updates to our accounts. She assured me that we "are in good shape now." I inquired as to whether we should have an outside audit this year as there has not been an outside audit performed. Her reply was that we do not need to get an outside audit as we do not have enough transactions to warrant the cost. We do need a Budget Audit done this Fall. We did not do one last year as the accounts were being worked on.

2. The following POA financial reports are attached:

- Balance Sheet
- Cash Flow
- Profit & Loss

Any other financial documents, or any questions, please contact Andrew Basurto at basurtoandrew@hotmail.com. MSP

6. **Report of Committees:**

- a. Assessment Management-Debbie Changnon.** PMI report (not sent to secretary. Hard copy in minutes.
- b. Admiral Report-Kathy Meister:** Condition of all equipment & channels; progress of Harvester evaluation and repairs now that the Harvester is dry docked. 2 of 4 spray boats working. 1 might need a new motor, 1 has a new motor, but having trouble with it.
- c. Channel Improvements Report-Dana Moore:** Waiting for welder to have time to repair hole in hull of harvester. ECO Alliance will manually take out weeds in the lake at Clark's Island as a test site, to see what can be done to improve weed situation. The committee is also looking at how to improve the "dry areas" in the channels of Marina Village, Shoreview Drive and Schindler Creek.
- d. Architectural Review: Harry Schlickemayer:** N/A. Due to health concerns, Mrs. Schlickemayer will be taking over position of Architectural Review.
- e. Neighborhood Watch Report-Mike Herman:** Theft of tools from a garage on Island Cir., vehicle used caught on video & seen by residents on Venus Vill. Police are aware of perps. No arrests made that we know of. 2 dogs known to escape yard on Venus got out again, roamed the neighborhood, swam across East Channel, harassed a goat (no injuries). Owner notified. Mike also gave a report on water levels and conditions.
- f. Abatement Report: Heidi Aragon:** A few hearings will be conducted on June 1 if owners have not corrected their violations. Please take note that we are now in fire season. Take care of weeds, dead trees, etc.

g. Emergency Preparedness Committee-Debbie Changnon: Since Debbie C. and Sally W. have resigned, our EPC will be transferring to the local chapter. This will not affect the decision to use the Keys Club as an emergency rendezvous for triage during a catastrophic event.

h. Fire-wise Community: Pamela Kicenski: There will be a Fire Wise booth set up at the annual Keys Club yard sale over Memorial Day weekend. Defunct fire hydrants are being replaced by the water co. No one seems to know who is responsible for checking or maintaining them. We've had 2 houses burn lately, resulting in 3 deaths.

i. Newsletter-Judy Bligh: Due the first week of July. (comes out quarterly)

j. EaRTH Meeting Report: Pamela Kicenski: There will be a bench & overhang for the bus stop at Keys Blvd. & Hwy 20. There are ongoing talks with the county about improvements to the ramp located at the East Channel and Hwy 20.

7. Unfinished Business:

a. New Laws-Accessory Dwelling Units: Unable to discuss as no word forthcoming from the county.

b. Discussion regarding outdated Bylaws & CC&R's: 7 a&b will remain of the agenda as a bookmark for future discussion, whenever Lake County Supervisors get caught up to the new laws and we are notified.

c. Assessment Collections: Agreement to change this title to "Axela Report" to avoid confusion with "Assessment Management" report. This report was not sent to the secretary, but can be found in the hard copy minutes. However, of the 6 properties submitted as a trial to see if Axela was worth pursuing, 1 was paid in full, 1 is on a payment plan and 4 are up for foreclosure. The board will decide at a future meeting to pursue the foreclosure route.

8. New Business:

a) **Resignations:** Debbie Changnon, Sally West and Kathy Meister.

b) **Update:** CDFW Aquatic weed Harvesting Permit; Guest via Zoom Zach Kearns, Environmental Scientist, CDFW to answer any questions. Zach could not attend. This was not discussed.

c) **Board needs to decide:** if "derelict docks" falls under the definition of rubbish and/or "unsightly or hazardous conditions" as it is written in Keys CC&R Article 8. It was decided to include the verbiage "derelict docks" in Article 8 of the CC&R's. **MSP**

d) **Appoint Nominating Committee:** Send Notices that Nomination for Board Members will open on June 19th. New Board Members take seats at the end of the Sept. 19th General Meeting. Mary King and Mike Herman were nominated. **MSP**

4 People up for elections in 2021

a. Andrew Basurto, Heidi Aragon, Debbie Changnon and Kathy Meister

e) **Spray Boat Training:** Status of Training: 5-6 people have volunteered to train.

9. Correspondence: All correspondence was received second-hand and via email, concerning resignations, legalese on derelict docks to Article 8 and Zach Kearns appearance to discuss weed harvesting.

10. Open Forum: Question and answer period for status of the harvester and vehicles parked on streets that block emergency vehicles. A resident requested the transfer of a boom from the East channel that is not in use

to the end of his channel. Kathy M. approved the transfer, which the resident will perform himself.

11. Next Scheduled POA General Meeting at the Keys Clubhouse: June 19, 2021: Keys Club House, 10:00 am

12. Next POA Board Business Meeting at the Keys Clubhouse: July 20, 2021: Keys Club House, 5:00 pm

13. Meeting Adjourned at: 7:05 MSP