



Clear Lake Keys Property Owner's Association

POA General Meeting Agenda

September 21st, 2024 at 5:00 pm

Meeting 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.

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

1. Meeting called to order by: Ed Legan at: 5:00 p.m.

2. Pledge of Allegiance: Corkey Barnes

3. Roll call of Board Members:

a. Board Approval to appoint Corkey Barnes to Treasure

Motion to approve by; Tom Miller 2nd Kirk Carpenter passed Yeas 4 Nays 0

Motion to approve as a Board of Director Bruce Last at the end of the General Meeting Yeas 4 Nays 0

President: Ed Legan	x	Director: Ernie Vasherese	x
Vice President: Don Whittier	X	Director: Pending Bruce Last	Zoom
Treasurer: Corkey Barnes	x	Director: Tom Miller	Ex
Secretary: Kirk Carpenter	x	Members and Visitors	17
		Zoom Meeting	2

4. Consent Agenda:

1. Approve POA Board meeting minutes

a. Motion to approve Business Board meetings minutes June 16th, 2024 at the Board Business September 17th

Motion: Corkey Barnes 2nd Tom Miller passed Yeas 4 Nays 0

5. Treasurer's Report: Donna Mackiewicz ; West America Business Money Market \$74,540.31; West America Legacy Business Checking \$159,906.13; BMO Money Market \$170,118.69; BMO Platinum Credit Card Balance \$4999.01 (Will cancel Card and balance transfer to Reserve Fund) BMO Business Checking \$19,1996.69

Motion by Tom Miller 2nd Corkey Barnes passed Yeas 5 Nays 0

Motion to appoint Ed Legan, Don Whittier and Kirk Carpenter to be on the signature cards and accounts for West America Bank and BMO Banking Passed Yeas 5 Nays 0

6. Report of Committees

a. Channel Spraying Report and Algae: Ed Legan; Kirk Carpenter

All Channels sprayed except zone 3 and 4, Will continue to spray when DO levels improve.

- b. **Architectural Review Report: Ernie Vasherese and Ed Legan**
Donna Mackiewicz processed two checks for solar installs
Changes for Architectural Review (See Attachment) Will need to be placed in the Architectural Binder and on our website. Mike Herman will present changes to the County.
Motion to accept revised Architectural requirements (see attachment). Motion by Corkey Barnes 2nd Tom Miller passed Yeas 5 Nays 0
- c. **Neighborhood Watch Report: Mike Herman;**
Various locations through out the keys have had numerous break INS and squatters on Keys Blvd. Gas stolen on Venus Village. Reported to Sheriffs Department. Bears sighted through out neighborhood. Spinnaker repots of a silver car driving up and down the street and going up to residents and knocking on doors, unable to locate person of interest. Island Drive house and garage broken into and stole the golf cart later found on Ebbtide Village. New Block Captain, Marcie Miller on Keys Blvd. All incidents have been reported to Lake County Sheriffs office.
- e. **Abatement Report: Kirk Carpenter;** various issues with numerous properties with weeds, issue with cables crossing neighbors property, Hummer H2 was stolen at vacant home on. Contacting by phone, email and letters to address the problems. Tree on the Corner of Keys and Marina, spoke to contractor and advised that it would be removed this week.
- f. **CC&R's update: Committee Ernie Vasherese, Don Whittier, Mike Herman, Steve Robin,** will continue after the new board is in place.
- g. **POA Newsletter: Judy Bligh,** due by October 1st.
- h. **Admiral Report: Bob Tyler,** possible issue with hydraulics and Keith Potter is again using the Harvester. Possible issue with harvester taken on water.
- i. **Update Grant and Funding; Donna Mackiewicz;** In process of buying the Wetlands east of the Keys. Grant funding: Fish & Wildlife grant awarded to Lake County Land Trust for Shannon Wetland purchase. Next step is present the offer, which is the appraised price of \$900,000, to the three partners
- j. **Election Committee; Mike Herman (chairman)** only person that ran for a position was Bruce Last and will be appointed after the general meeting on Saturday 21st.
- k. **Siren Proposal; Steve Robin,** no updates waiting for approval from numerous officials.
- l. **Audit Committee Report; Mike Herman; Don Whittier; Ed Legan; Donna Mackiewicz; Ernie Vasherese.** Was completed August 13th 2023 to Oct 13th 2024. Randomly selected two to three checks for each month pulled Checks and Receipts. Also Reserve funds were audited. Found error with an online payment of \$208.09 should have been \$208.49 no correction will be needed. Three Checks stub were found missing out of the checkbook. (Issued was resolved). Check written to Adams Sterling for \$2091.50 and the actual invoice was for \$2,901.50 which was an over payment of \$810.00 (issued was corrected and check issued to the POA for the error) was noted that all reserve funds were account for. All reserve funds need to be

in separate accounts. The 2 CD's at Bank of the West (changed to BMO) matured and were merged into a Money Market in anticipation of dividing the Reserve Funds.

- m. Camera report- Kirk Carpenter; new cameras placed on the corner of Keys and Everglade to replace defective cameras. Form a committee to look into placing cameras at each street. Committee will be Judy Bligh, Kirk Carpenter, Rich Gibson, and Tom Aragon. Judy Bligh and Kirk Carpenter will head the committee.

7. Unfinished Business

8. New Business:

- a. Sale proposal of Spray Boat #4 (Steve Abel's) Kirk Carpenter; in the process.
- b. Assessment amount for 2025: Board discussion and approval (Max amount 20%)
Motion to raise amount by 20% to \$144.00 a year motion to accept by Corkey Barnes
2nd Tom Miller Passed Yeas 5 Nays 0
- c. Appoint Budget Committee 2025; Mike Herman to Chair, Donna Mackiewicz, Ed Legan and Don Whittier to be on the committee.

9. Correspondence: Ed Legan / Kirk Carpenter; no report

10. Open Forum: 3 minutes allowed if subject wasn't discussed in the Business Agenda

12. Next Scheduled POA Business Meeting at the Keys Clubhouse 5:00 pm: November 11th

Next Scheduled POA General Meeting at the Keys Clubhouse 5:00 pm: September 21st

- 13. Motion to adjourn meeting by- Corkey Barnes 2nd Don Whittier at; 5:55 pm
Motion passed Yeas 5 Nays 0

2024 POA Meeting DATES

Tuesday November 11 th	Board of Directors	5:00 pm
Saturday November 16 th	General Membership	5:00 pm

Board of Directors requires a quorum; a majority is defined as more than 50% and not 50% plus one. Example 7 boards member would require 4 to attend a meeting to make it a legal voting board.

General Membership requirement of the CC&R is 15 voting members; only one member from that property counts as 1 vote. If either membership requirements aren't meant than no decision or voting can take place. No minutes are recorded.

See Attachment Below Architectural Review

Architectural Review Information for POA Website

Be sure that new construction is not in the front, side, or rear setback area.

Also see CC&R's Article 3 and Article 16.

What needs a Lake County Building Permit & POA Architectural Review (required by County)

- All new construction including residences, garages, guest houses and accessory dwelling units
- Building additions that are attached to the existing residence
- Carports including per-fabricated metal car ports if connected to residence

What needs a Lake County Building Permit & POA Architectural Review (required by POA)

- New decks and docks
- New seawalls
- Sheds over 120 sq ft or over 12 ft tall
- Any shed with plumbing or electricity
- Carports over 120 sq ft including per-fabricated metal car ports not connected to residence
- In ground swimming pools

What needs a Lake County Building Permit but not POA Architectural Review

- New solar panels
- Electric vehicle chargers
- Battery backup systems
- Heating & cooling replacement
- Hot water heater replacement
- Roofing replacement
- Interior remodel that cannot be seen from outside the building

What does not need a Lake County Building Permit but does need Lake County Zoning Clearance & POA Architectural Review

- Storage sheds without plumbing or electricity under 120 sq ft and less than 12 feet tall
- Non-permanent carports under 120 sq ft

Allowable Fence Height Requirements per Lake County Zoning

- Front Yard – 4 feet max.
- Side Yards – 4 feet max within 20 feet of front property line. 6 feet max at other locations
- Rear yards – 6 feet max.

If POA Architectural Review is required, drawings must be approved by the POA Architectural Review Committee before submittal to Lake County Planning or Building Departments.

Submittal requirements:

Submit 3 sets of plans and specifications to Ernie Vasherese at PO Box 1401, Clearlake Oaks, CA 95423. Include a check per the schedule below and your contact information. Two sets of plans and specifications will be returned to you, stamped as approved or disapproved.

Allow 15 working days for review.

Fee Schedule - Effective May 1, 2024:

Fee for POA Review is \$100