



Clear Lake Keys Property Owner's Association

POA Board Business Meeting Draft Minutes

July 20, 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 at: 5 p.m.
2. Pledge of Allegiance
3. Roll call of Board Members:

President: Andrew Basurto	X	Director: Dana Moore	X
Vice Pres: OPEN		Director: Mary King	X
Treasurer: OPEN		Director: OPEN	
Secretary: Heidi Aragon	X	Members and Visitors:	16

4. Consent Agenda:

Call for nomination for the position of Vice President: Dana Moore was voted in as VP until elections in September. **MSP**

- Approve POA Board meeting minutes from May 18, 2021 **MSP**
- The treasurer report from May 18, 2021 is included as there is currently no treasurer.

5. Treasurer's Report: Clear Lake Keys POA

Treasurer's Report

May 18, 2021

(Use for July 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.

6. Report of Committees:

a. Assessment Management-N/A

b. Admiral Report-Kathy Meister: Kathy was not present, but Andrew filled in. All spray boats are operational. They have been trying to get out, but the water is too low. The Harvester is in the same non-operational condition as the last meeting. There are two new trained spray boat operators. A calendar is being worked on so that owners will know in the future when to expect them in their channels.

c. Channel Improvements Report-Dana Moore: Due to drought, channels are drying up. There is significant cracking on the lakebed flooring at Marina & Shoreview channels. This gives opportunity to do some grading/weed removal there. We are having the soil tested at Marina/Hwy 20 channel not to exceed \$999.00, **MSP**. The soil will be tested at Shoreview/Hwy 20 channel not to exceed \$999.00, **MSP**.

1. CEQUA Permit: Once the soils have been tested, a permit is required to remove it. \$990.00 was **MSP** to obtain a permit for Marina/Hwy 20 channel. \$990.00 was **MSP** to obtain a permit for Shoreview/Hwy 20 channel.

d. Architectural Review: Harry Schlickemayer: Harry was not present, but Andrew filled in. There are 3 projects in the works. One is solar panels, one a new roof and one a new dock.

e. Neighborhood Watch Report-Mike Herman: Only item to report was a car and trailer on Keys Blvd. filled with trash were removed.

f. Abatement Report: Heidi Aragon: Most are complying with abatement issues. Heidi is citing a source to remove water weeds when asked. Only a few notices have gone out for ground weeds. There were some complaints about fireworks after the 4th of July. No one said they called the sheriff when asked. Heidi is on the site “Nextdoor” and whenever someone complains or gives thanks for weed or trash removal, she credits the POA when applicable.

h. Fire-wise Community: Pamela Kicenski: Our “Know Your Zone” is CLO102. This is supposed to help emergency responders find you when you call in an emergency.

i. Newsletter-Judy Bligh: As the POA newsletter is quarterly, submissions are not due until the end of September.

j. EaRTH Meeting Report: Pamela Kicenski: Pam is now a “representative at large,” so there is an opening

for a Keys representative. The next meeting is at the CLO fire station on August 4 at 4pm.

7. Unfinished Business: a & b were not discussed as there is still no change.

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: Nothing to report as there is no treasurer.

8. New Business:

a) Since Heidi is resigning her position as Abatement Chairperson, I have located a possible replacement. Linda Hann has volunteered to accept the position of Chairperson effective after September. Until then, if accepted, Linda will be a member of the Abatement Committee assisting and training with Heidi. The board needs to vote to accept Linda as a member of the Abatement committee. **MSP**

b) The board needs to decide if the current CC&Rs are in the need of revision and/or updating. If the board agrees, I will create a committee to investigate the process of updating the Keys CC&Rs. The board agreed, but no one stepped forward.)

c) Presentation by Elizabeth Hood regarding California Boat Clean and Green program. She is a "certified dock walker."

9. Correspondence: One letter arrived with no return address or any identification of the author. It was a complaint. It will not be investigated, as we cannot clarify what the author meant.

10. Open Forum: The "welcome" sign at Keys Blvd. & Hwy 20 has been vandalized-the ducks were ripped off and the cement blocks have been slowly disappearing. This seemed to be of no interest to anyone, so nothing will be done to fix or replace it. The bulletin board on the outside of the clubhouse needs replacing. A board member from the Keys Club is finding a new one. The POA will share the cost 50/50. Boaters will need to be licensed through the DMV. Notices have been sent to boat owners letting them know how long they have to do this. It's based on the age of the owner. There was a question about what we do if a disaster occurs. This was addressed.

11. Next Scheduled POA General Meeting at the Keys Clubhouse: Sept 25, 2021: Keys Club House, 10:00 am

12. Next POA Board Business Meeting at the Keys Clubhouse: Sept 21, 2021: Keys Club House, 5:00 pm

13. Meeting Adjourned at: 6:30pm **MSP**