



Clear Lake Keys Property Owner's Association

POA General Meeting Minutes

June 20, 2020

Meeting Starts 10:00 am at the Keys Club

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

1. Meeting called to order by: **Mike Herman** at: **10:04 a.m.**
2. Pledge of Allegiance
3. Roll call of Board Members:

President: Mike Herman	X	Director: Dave Bligh	X
Vice Pres: Kathy Meister	X	Director: Andrew Basurto	X
Treasurer: Debbie Changnon	X	Director: Sally West	X
Secretary: Heidi Aragon	X	Members and Visitors: 17 households	17

4. Consent Agenda:

Meeting Minutes: Approve POA General Meeting, June 22, 2019, Sept. 21, 2019 & Nov. 23, 2019. **MSP**

5. Treasurer's Report:

Clearlake Keys POA-Treasurer's Report May 19, 2020

1. The March/April 2020 period end financials are as follows:
 - a. Total cash on hand is \$343,963.65
 - b. Total amount in the Reserve Funds are:
 - i. Reserve for Equipment Replacement is \$95,313.70
 - ii. Reserve for Channel Improvement is \$47,164.62
 - iii. Reserve for New Equipment is \$63,336.18
 - c. Net Income was \$56,610.67
2. The following POA financial reports are attached: March/April 2020 Profit & Loss, Balance Sheet, Statement of Cash Flows, Check & Deposit Detail. Any other financial documents may be requested by contacting me at the email address below.
3. We need to move money out of West America Bank before the next meeting. At this point in time, the banks are not offering any incentives for opening new CD accounts. I recommend that we determine an amount to move into a new CD before our next meeting in July. I recommend we move \$60,000.00 in order to prepare for the 2021 Assessments that begin in December. In order to simplify our accounts I also recommend we continue to use Wells Fargo Bank for our CDs. **This was voted on and passed at the business meeting on 5-19-20.**

6. Report of Committees:

- a. Assessment Management:** Update on 2020 dues paid. This report was not updated from the 5-19-20 business meeting. There were, at that time, 71 intents to lien. The total amounts deposited was \$53,875.25.
- b. Admiral & Channel Improvements Report:** Condition of all equipment & channels, Hydrilla Update:
Loose booms between East Channel and Oasis Campground. There was discussion on how best to remove decrepit booms as they are a liability. They were given to us by the county on the provision that the POA maintain them. Kathy Meister will ask Oasis Campground permission to haul them to their property to dry, then have a committee haul them to the dumps. She also gathered peoples' contact information who are interested in learning how to operate the Harvester. Owner Dana Moore voiced ideas for a mitigation plan to control water weeds. It was proposed to ask Brian Ginty, a contractor & homeowner to build a type of stairway to get to the Harvester from the bank.
- c. Architectural Review:** The committee chair was absent. Mike Herman informed us that he knew of one modular being installed on Ketch Court.
- d. Neighborhood Watch Report:** We have a new volunteer for Keys Blvd. Scott Seely is a renter on Keys.
- e. Abatement Report:** 44 courtesy weed abatement notices were sent out May 27. Heidi Aragon will travel the Keys to see how many complied near the end of June.
- f. Emergency Preparedness Committee:** Debbie Changnon and Sally West will be coordinating an event with the Keys Club in the future. They are in the process of developing an action plan.
- g. Firewise Community:** 3 Year Action Plan: Firewise requires 829 hours of proactive work in weed abatement for the Keys in order to remain a viable Firewise Community. This includes but is not limited to: abatement committee duties such as driving to look at properties, notices, emails and phone calls, responses from owners, anyone abating their weeds either due to receiving a notice or knowing one is forthcoming if action is not performed. Pam Kicenski explained that we could get a grant to use for hose infrastructure that would be used in case fire hydrants were not working during a fire. This means, it would be pumped from the lake inside the Keys. Donna and Richard Mackiewicz generously donated the use of their vacant lot on Everglade for this purpose.
- h. Newsletter :** Please have contributions emailed to Judy Bligh by 6-29-20.
- i. EaRTH: Meeting Report:** Working with Clearlake Oaks district supervisor via Zoom meetings to meet concerns of the town. There was a new bus stop sign installed near Keys Blvd. & Hwy 20, and a bench is forthcoming. The Catfish Derby was cancelled for the year. It is not expected to have the attendance needed to make a profit due to the Covid virus. Cyanobacteria has been noted near our waterways and precautions are being sent out.

7. Unfinished Business:

- a. Clear Lake Keys POA Facebook Page:** It is now up and running. A disclaimer will be installed to discourage controversial subjects and will be removed. The forum is supposed to be informative, light and friendly, not a stage for dissent or name calling.
- b. New Laws-Accessory Dwelling Units:** AB 68, AB 587, AB 670, AB881 & SB-13. These were touched on by Mike Herman. If interested, please read them at will on the government website.
- c. New Laws- Elections:** SB-323, Draft Election Rules **for 2021 Elections** and beyond, comments are due by

July 17. The new elections laws were also touched on. All owners were sent information on June 10.

d. Discussion regarding outdated Bylaws & CC&R's: This is tabled to a future meeting, once the board has had a chance to discover what is still relevant.

e. Equipment Reserve Fund Audit – Browning Reserve Group is working on it.

f. Assessment Collections: PMI/Axela Technologies has 6 properties that the POA submitted for collections.

8. New Business:

a. Appointed Nominating Committee (Andrew Basurto & Heidi Aragon) **Notices were sent that Nomination for Board Members opened on June 19. New Board Members take seats at the end of the Sept. 19 General Meeting.**

3 People up for elections in 2020

- o Mike Herman (stepping down)
- o Dave Bligh (will stay if no one else will join)
- o Sally West (plans on re-running)

b. Boat Parade: Canceled because of COVID-19

c. PMI Sonoma Contract was renewed: This was passed at the last business meeting.

d. Keys Blvd Flood Damage Repairs: The street has been saw-cut to work on repairs from the flood of 2017.

9. Correspondence: Business as usual.

10. Open Forum: Joe Lundergreen stated that the Konocti Lookout that is used by volunteers to spot fires has been closed for unsafe conditions. He is urging the membership to contact the Forest Fire Lookout Assn. and the Lake County Board of Supervisors to fix it as it is a crucial asset in fire detection.

13. Next POA Board Business Meeting at the Keys Clubhouse: July 21, 2020, at 1:00 pm

12. Next POA General Meeting at the Keys Clubhouse: Sept. 19, 2020, at 10:00 am.

14. Meeting Adjourned at: 11:30 MSP