



Clear Lake Keys Property Owner's Association

POA Board Business Meeting Minutes

May 15, 2018

Meeting Starts 5:00 pm 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.

1. Meeting called to order by: Mike Herman at: 5:02 p.m.
2. Pledge of Allegiance
3. Roll call of Board Members:

President: Mike Herman	X	Director: Debbie Changnon	X
Vice Pres: Kathy Meister	X	Director: Joe Stella	X
Treasurer: Heather McFadden	e/a	Director: Ed Legan	X
Secretary: Heidi Aragon	X	Members and Visitors:	4

4. Consent Agenda:

Meeting Minutes: March 20, 2018 and special meeting from May 10, 2018. MSP

5. Treasurer's Report: Clearlake Keys POA-Treasurer's Report May 15, 2018

1. The February month end are as follows:
 - a. Total cash on hand is \$287,140.
 - b. At Year end the total amount in the Reserve Funds are as follows:
 - i. Reserve for equipment replacement is \$75,446.
 - ii. Channel Improvement Fund is \$45,687.
 - iii. Reserve for Lot Improvement is \$235.
 - iv. Reserve for Disaster Expenses is \$9,350.
 - v. Reserve for Attorney Expenses is \$1,840.
 - vi. Reserve for New Equipment is \$56,270.
 - vii. Reserve for Harvester Repairs is \$217.
 - c. Total revenues totaled \$26,538.
 - d. Total expenses were \$18,501.

6. Report of Committees

a. Admiral & Channel Improvements Report: Condition of all equipment & channels: The Harvester broke twice since the last meeting. A new fuel pump will be coming later this week as well as a new gas tank for one spray boat. The booms outside of the East channel at the entrance need to be repaired or replaced. The lights on the bouys will be checked as well.

b. Architectural Review: Discuss info page for web site and new fees. The new fees are in effect and some of the pages on the website need to be rearranged to accommodate all necessary information.

c. Neighborhood Watch Report: A few minor issues have occurred. Nothing serious.

d. Abatement: Approve New Enforcement Policy/Violation Notices: All were approved, MSP. This included a "Courtesy Notice Violation" and "Notice of Violation & Intention to Impose Discipline" with the "Intention to Impose Discipline" form, as well as the "Alleged Violation Report", approved via email by board members. **As in the past, we will send out the 30 day "Courtesy Notice Violation" before any further action is taken.** 12875 Island Circle Update: Mike checked with the planning dept. and there is a permit on file with the county.

Abandoned or dumped vehicles: We received correspondence from Code Enforcement bemoaning their predicament and offering excuses as to why they cannot enforce their policies at this time. Mike will send a letter to follow up to try to get them to comply.

e. Special Projects: Early Warning System Update: Now new news. Tabled until next meeting.

f. EaRTH: Meeting Report: See "Abandoned or dumped vehicles" above. Also, the environmental director for the Elem Reservation will be coordinating with Mike to find a better place than Keys Blvd & Hwy 20 to obtain water samples.

g. Assessment Management: Update on 2018 dues paid, Task Force Report, Committee to consider electronic fee payments for 2019 Assessment, Resolution authorizing liens for unpaid assessments: MSP to file liens for 23 properties that are delinquent and two properties to be lienied if not paid by June 8, due to special circumstances.

7. Unfinished Business:

a. Sale of Floating Platform: Consider offer: \$4,500 offered and MSP to accept with the provision that the platform be stored in place for an additional 18 months while the CLOGBA finds it a new home.

b. Keys Cleanup Day: It is tentatively scheduled for the weekend after Labor Day.

c. East Channel Levee & Boat Ramp Cleanup Committee – Barbara Higman & crew: Accomplished in April. Some bags were left on the bank. Kathy Meister will see that these are picked up.

d. Keys Entry Sign Repaired/repainted by Tom & Deborah Ness: Thank you note from the board will be sent.

e. Keys Blvd Flood damage repairs: This item tabled until the next meeting.

f. 4th of July Boat Parade: Scheduled July 1st (Sunday). The theme is "A Lake County Catch."

g. Board of Supervisors candidate Q&A with the Keys Club Update: There were 25-30 in attendance.

h. Newsletter – Judy Bligh is new Editor: Judy asked that anything to be published be submitted no later than about 5 days before publication. The newsletter is quarterly. The next two are out on July 16 and October 10.

i. Trash in Schindler Creek: With ongoing construction on Hwy 20, this is tabled until next meeting.

8. New Business:

a. Elections - Mail Notices that Nominations for Board Members are now being accepted.

They must be sent before Sept. Elections (June 22nd). Appoint Nominating Committee – must be appointed 60 days before Sept. elections (July 22).

Positions up for Election: Mike Herman – (2 years),

Heather McFadden – (2 years),

Joe Stella (2 years) & Ed Legan (1 year)-He is resigning after the September meeting.

9. Correspondence: One concerning weed abatement-answered by Mike, another about liens-forwarded to Sandy M. and several were shared concerning the new rules added to the CC&R's

10. Open Forum: One audience member asked how did we arrive at the date for the parade. Answer: informal polling.

11. Next POA General Meeting at the Keys Clubhouse: June 23 2018, at 10:00 am

12. Next POA Board Business Meeting at the Keys Clubhouse: July 17, 2018, at 5:00 pm

13. Meeting Adjourned at: 6:15 pm