



Clearlake Keys Property Owner's Association

POA Board Business Meeting Minutes July 21, 2015

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: **Joe Stella** at: **6:05 p.m.**
2. Pledge of Allegiance
3. Roll call of Board Members:

President: Joe Stella	x	Director: Steve Monson	e/a
Vice Pres: Doug Smith	x	Director: Lew Channell	x
Treasurer: Sandy Magan	x	Director: Ed Legan	e/a
Secretary: [vacant]	0	Members and Visitors:	11

4. Consent Agenda:

Business Meeting Minutes of July 21, 2015

5. Treasurer's Report: 782 out of 831 properties paid to date, or 94 %.49 unpaid. As of 7/21/2015 we had 45 liens on file dating back to 2008, 11 of which 1st year liens recorded June 28. Since then 3 liens have been paid. Additional pre-lien notices mailed as of July 15. Resolution unanimously approved to allow the Treasurer to file a lien after the 30 day period has expired. Cash on hand \$187,148. Reserve Fund \$65,465. Channel Improvement \$34,994. June revenues \$1,641. Total June expenses \$1,968 that included \$1,000 for supplies for the securing of the booms.

6. Report of Committees:

a. Membership:

b. Admiral Report : Harvester out of service for 1 ½ weeks. New alternator and misc hydrolytic parts installed. One spray boat engines bad compression. One needs idle adjustment. Other 2 operating properly. Try to minimize weed removal to save wear on equipment. Dock repair \$900.00 for harvester/operator hitting dock. Trying to open fire Dept. channel.

c. Channel Improvements: Clean Lakes charges \$1900 incl \$100 permit fee per acre to spray weeds in Keys channels. This is approx. \$60 to \$75 per lot on channel to spray whole channel..

d. Architectural Review: one review

e. Neighborhood Watch: House near Hwy 20 broken into

f. Abatement: If any problems call County directly

g. Special Projects: 4 poles and booms installed on POA bay near east canal with permit fees waived by County. Leroy and Doug Smith working with County to place 3 poles and booms near Public County Launch Ramp with fees waived here also.

Website redo by Clearlake Internet [Kevin Curry] Keep docs on Website and not on DROPBOX to simplify viewing and downloading.\$132 / year for maintaining this.[annual cost].Website bid approved.

2016 Budget Timeline- Workshop will be held prior to the September 15 meeting where preliminary budget figures will be presented with final budget to be considered at October Board meeting

7. Unfinished Business: Nomination Committee with Doug Smith and Leroy Dubrall –nominations close July 27

8. New Business:

9. Correspondence: Poles installation. Dock repair.

10. Open Forum. Steve Able told POA board that he would adjust carburetor on spray boat that would not idle properly.

11. Next POA Board Business Meeting at the Keys Clubhouse : 8/18/2015 at 6:00 p.m.

WHEREAS, Section 1367.1 of the Civil Code requires the board of directors to authorize, in an open meeting, the recording of liens against the separate interests of owners with delinquent assessments;

WHEREAS, on July 15, 2015, more than thirty (30) days prior to the projected lien date, the Association sent a certified letter to the Owners of:

Address:	Assessor's Parcel Number
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13102 Keys Blvd

035-861-160

Pursuant to Section 1367.1(a) of the Civil Code, the letter contained a notice of delinquent assessment, which included but was not limited to, describing the Association's collection and lien enforcement procedures, an itemized statement of charges, the owner's inspection rights, the owner's "meet and confer" rights, and the owner's ADR rights.

WHEREAS, Should Owners remain delinquent in the payment of his/her assessments, exclusive of late fees, interest charges, and other collection-related amounts as of July 16th, 2015;

RESOLVED, the Association authorizes Sandra Magnan, Treasurer, to place a lien on these properties for the delinquent amounts and any late fees, interest charges, and other collection-related amounts.

This resolution was adopted by the board of directors at an open meeting held on the 21st day of July, 2015.



Signature of Authorized Board Member
Title: President, Clearlake Keys Property Owners Association

Joe Stella, President