



Clearlake Keys Property Owner's Association

POA Board General Meeting Minutes September 23 -2017

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

President: Michael Herman	X	Director: Ed Legan	
Vice Pres: Kathy Meister	X	Director: Deborah Changnon	X
Treasurer: Heather McFadden	X	Director: Joe Stella	
Secretary: Heidi Aragon		Members and Visitors:	9

4. **Consent Agenda:**

Meeting Minutes: September and November 2016, March and June 2017

As there was no quorum, the minutes were held over to the next General Membership meeting and this was declared a meeting for informational purposes only.

President Mike Herman updated the membership on the new appointments of Board members and designation of officers at the last Board meeting due to no nominations for positions and no election necessary at this meeting.

President, Michael Herman
 Vice President, Kathy Meister
 Treasurer, Heather McFadden
 Secretary, Heidi Aragon
 Director, Ed Legan
 Director, Deborah Changnon
 Director, Joe Stella

5. **Treasurer's Report:** August month-end financials are as follows.

- a. Total cash on hand is \$248,890.
- b. Total amount in the Reserve Funds as follows:
 - i. Reserve for existing equipment replacement is \$71,746.
 - ii. Channel Improvement Fund is \$44,188.
 - iii. Reserve for Lot Improvement is \$235.
 - iv. Reserve for Flood Expenses is \$5,000.
 - v. Reserve for New Equipment is \$53,270.
 - vi. Reserve for Attorney Expenses is \$1,200.
 - vii. Reserve for Harvester Repairs is \$217.
- c. Total revenues for July and August totaled \$1,007.
- d. Total expenses for July and August totaled \$4,873.
- e. Audit Committee report was read and accepted MSP. There was a missed corrected entry and recommendation to be sure to have expenditures approved in advance of payment if the amount is over \$1,000.
- f. Reserve study was available showing an increased annual reserve fund payment of \$3,856.

- g. Preliminary Budget for 2018 was presented with income at \$60,752 and expenses at \$59,976. There will be a budget meeting set up by President Mike Herman before the November meeting to discuss the preliminary budget. The proposed assessment for 2018 is \$60.86.

6. Report of Committees

a. Admirals Report: There is a new spray boat operator and all the boats are up and running. There have been some concerns about what was being sprayed and it is just water. The purpose is to aerate the water and break up the film. The Harvester is working, but the POA is running out of areas to dump.

b. Channel Improvements: Kathy Meister reported they are looking to get the log out of the channel between POA property and the former M&M campground.

c. Architectural Review: One member asked about a solar panel installation review that was on hold because of the POA. This request from the solar company had been answered and the POA is waiting for the plans and fee to proceed. Another member inquired about whether a solar array not attached to the home could be installed. The member was instructed to contact the Architectural Review Committee for more information.

d. Neighborhood Watch: At last Board meeting approved a 72 hour notice to be used for abatement issues- warnings to owners of property as a courtesy to them before action is taken to call authorities. They cite specific CC&R's or County code violations. The street lights are being upgraded to LED, the repairs to Keys Blvd from Flying Jib to Hwy 20 are supposed to begin before rains and the Water Company has plans to run a second pipe under the channel and Everglade Blvd that will be completed in 3 phases.

e. Abatement: Issues that were resolved: illegal living in a 5th wheel, weeds removed from several properties and garbage being stored on a back porch, hornet nest removed, abandoned cars removed from private property. CHP not as responsive to unregistered vehicle calls as before. A member inquired about a property on Lakeland that had lots of cars and dogs. It was reported that abatement is aware. It was reported that Animal Control will investigate complaints about animals if they receive signatures of at least 3 neighbors. There was recommendation that the POA set up a committee to develop procedures that will allow the POA to do the work required to fix violations listed in the CC&Rs and then charge them back to the property owner.

f. Special Projects: Report that there will be a clean-up day scheduled for October 14 from 8am to 5pm. A 20 yd garbage box has been ordered and will be placed in the Keys Club parking lot for household garbage from any POA member and individuals are also encouraged to pick up garbage on the Keys streets.

g. EaRTH: Meeting Report There have been ongoing tests on lake water.

H. Assessment Management: Collections of assessments to date is approx. 95% which is typical for this time of year. There was a resolution approved at the last Board meeting to authorize the filing of 6 additional liens if the properties have not paid the 2017 assessment in full by October 18th, 2017.

7. Unfinished Business: There was no election due to no nominations. The storage shelves have been purchased and assembled in the new storage shed on the POA lot on Hwy 20.

8. New Business: The POA Volunteer dinner will be held November 4th. Looking for volunteers to help.

9. Correspondence:

10. Open Forum. A member questioned why the harvester was no longer taking out weeds from Shoreview channel and the response is some of the canals are no longer accessible to the harvester because of low water. There was discussion about sediment coming from the agricultural areas on the hill. There was also a question about checking into pay by a service such as Paypal for the convenience of the members. It was suggested if the cost per payment is too much, we check into passing this cost on to the person paying for the convenience of the method. There were comments about welcome letters being sent to all new property owners in the POA service area.

11. Next POA Board General Meeting scheduled at the Keys Clubhouse: November 25 2017, at 2 pm

Adjourned: 3:32 pm